

**Department of California Highway Patrol**  
**AREA MANAGEMENT EVALUATION**  
 Chapter 3  
 ACCIDENTS, ENFORCEMENT, AND SERVICES

Area  
580

Division  
Southern

Number

Evaluated By D. Max, #15480

Date  
01/21/2009

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed in the Summary Statement. The Summary Statement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Summary can be handwritten if desired.

Type of Evaluation

☐ Formal ☒ Informal

Suspense Date

Follow-up Required

☐ Yes ☒ No

☐ Correction Report

by \_\_\_\_\_

*[Signature]*  
 Commander's Review

1.29.09  
 Date

**1. HEADQUARTERS STATISTICAL REPORTS**

Evaluated  
☒

Action Required  
☐

Corrected  
☐

a. Do supervisors utilize MIS and SWITRS reports?

☒ Yes ☐ No

b. Are statistical reports reviewed as necessary by supervisors?

☒ Yes ☐ No

(1) How is this information disseminated and filed for future use? Statistical reports are posted and pertinent information is broken down by beat and displayed in the briefing room.

c. Are reports available for interested employees?

☒ Yes ☐ No

**2. LOCAL DATA**

Evaluated  
☒

Action Required  
☐

Corrected  
☐

a. Are local statistics collected and data developed for Area operational needs?

☒ Yes ☐ No

(1) Are PCs utilized to record and store data?

☒ Yes ☐ No

b. How is data analyzed and presented to field personnel? Data is analyzed using statistics from the MIS system and posted for officer's to review.

(1) Are visual aids used?

☒ Yes ☐ No

**3. ACCIDENT REDUCTION**

Evaluated  
☒

Action Required  
☐

Corrected  
☐

a. Does Area have written accident reduction plans?

☒ Yes ☐ No

(1) Are goals and objectives realistic and understandable?

☒ Yes ☐ No

(a) Are plans flexible and complete?

☒ Yes ☐ No

(2) Have the plans been successful?

☒ Yes ☐ No

(a) Has emphasis been placed in the correct areas?

☒ Yes ☐ No

(b) Is the Area commander familiar with results?

☒ Yes ☐ No

(c) Are supervisors familiar with Area plans and goals?

☒ Yes ☐ No

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(d) Is progress towards goals discussed with all Area personnel?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Who has been involved in the development of accident reduction plans? All Review officers, Administrative Supervisor and Field Supervisors.		
b. Has an effective deployment plan been established and is it followed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is deployment proportional to accident and congestion problems?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are officer's personal needs considered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are special events properly covered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are lieutenants and sergeants deployed based on needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the vacation schedule follow policy and address needs of Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) What process is used when changes to the master vacation schedule are made? Employees submit a memo of request to the assigned scheduling supervisor for consideration.		
(b) Are special duty officers scheduled separately?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Who replaces vacationing special duty officers? Special Duty Officers are cross trained.		
(2) Are motorcycle officers scheduled separately?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>4. ENFORCEMENT</b>	Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/> Corrected <input type="checkbox"/>
a. Does activity address accident reduction and compliance with the law?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are statistics from accidents used to properly guide enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do CHP 215s, 281s, and 267s compare with activity listed on the CHP 100?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do supervisors use matrix reports to audit enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>5. SERVICES</b>	Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/> Corrected <input type="checkbox"/>
a. Do Area personnel recognize the importance of their role in providing motorist and public services?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the commander emphasize importance of service outlined in GO 100.45?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are field personnel aware of beats having heavy service requirements?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do services rendered reflect good beat accountability?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Has Area established procedures for females in need of assistance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Do CHP 415s indicate services are provided to disabled motorists?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are vehicles stored if left on the freeway over four hours?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are CHP 422s used in accordance with policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are uniformed employees annually trained on GO 100.6, Special Relationships?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do employees comply with the directives given?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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6. BEATS	Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/>	Corrected <input type="checkbox"/>
a. Does Area comply with GO 100.64?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Are beats organized in compliance with current policy?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(a) Can accident causes and locations be effectively isolated and dealt with?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) Is there effective communication between officers and supervisors relating to problems on various beats?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(3) What methods are used to identify high accident locations on beats?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
b. Are beat descriptions current?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Are revisions made in accordance with time limitations listed in GO 100.64?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) Are beat maps, or similar devices, provided for officers to use in the field?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(3) Are supervisors familiar with the beat structure?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
c. Are beat instructions current?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Are the following identified:			
(a) Principle landmark locations?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(b) Seasonal fluctuations in traffic flow?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(c) High frequency accident locations?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(d) Primary collision factors?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(e) Hazardous areas?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(f) Recommended patrol procedures?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
7. POST-ARREST PROCEDURES	Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/>	Corrected <input type="checkbox"/>
a. Is prosecution sought whenever possible?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Do accident investigations adequately support prosecution?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) What is the percentage of arrests resulting from accident investigation? 18%			
(3) Are felony hit-and-run accidents adequately investigated?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(a) Is information in the reports sufficient to result in the identification of the suspects and issuance of a criminal complaint?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
b. Are Owner's Responsibility citations reviewed to ensure approved procedures?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
c. Are officers competent in the use of chemical testing equipment, and are their forensic alcohol training records current?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Is there a system in place to monitor chemical tests results in order to determine if additional training is needed?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) Do arrest reports contain documentation to support successful prosecution?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

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(a) Do sergeants and officers know when to notify the district attorney during a major investigation?				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(3) When are a juvenile's parents notified during an arrest situation? Immediate steps are taken to notify a relative and no later than one hour after detention/arrest unless physically impossible.				
(a) Who is responsible for the notification? Arresting Officer				
(4) Are officers familiar with citizen's arrest procedure/policy?				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(5) Do all officers know how to operate PAS devices?				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(a) What system is used to monitor the security, accountability, and calibration of PAS devices? Officers are individually assigned PAS devices by the coordinator. They are locked in a cabinet prior and after calibration. Assigned officers are responsible for the security of the issued device.				
d. Who reviews reports before submission to the district attorney's Office? Shift Supervisors.				
(1) What records are maintained on the number of arrests resulting in the successful filing of a criminal complaint? These records are updated in the Area Information System (AIS) and maintained by the Area Court Officer.				
(2) Do the figures indicate a problem?				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
(3) Does the court officer have a good rapport with the district attorney's office?				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(4) Does Area commander have a good relationship with the district attorney?				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(5) Is there adequate monitoring of the disposition of criminal cases?				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
e. Does a review of the CHP 207 file indicate an apparent problem with the number of dismissal requests?				
				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>8. RADAR SPEED ENFORCEMENT</b>	Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/>	Corrected <input type="checkbox"/>	
a. Does Area follow the procedures in HPM 100.4 for radar speed enforcement?				
				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
b. Does the Project Coordinator fully understand his/her duties and responsibilities as outlined in HPM 100.4, and is the Area in compliance with program requirements?				
				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Has testing and maintenance been recorded on the CHP 99B?				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(a) Has service been performed according to manufacturer's specifications?				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) Have speedometers in patrol vehicles used for radar speed enforcement been calibrated by certified radar units other than those used for speed enforcement?				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
(3) Is internal calibration completed by the guidelines in HPM 100.4, Chapter 4?				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(a) Are officers recertified annually?				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(4) Do officers have a CHP 195 in their personnel files, and is their training listed on their CHP 270?				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(5) Are traffic and engineering surveys updated every five years?				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

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(6) Does Area periodically check to ensure "Speed Checked by Radar" signs are in place where required?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Are self-evaluations of the Area's radar program accomplished?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>9. DRIVING UNDER THE INFLUENCE ENFORCEMENT PROGRAMS</b>	Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/>	Corrected <input type="checkbox"/>		
a. Policies and Procedures					
(1) Does Area personnel utilize approved FSTs?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does Area use additional FSTs at the request of the district attorney?				<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(3) Do officers utilize CHP 202C, Gaze Nystagmus Validation Record?				<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
b. Are officers familiar with related codes relative to drug influence?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Arrest Policies and Procedures					
(1) Are CHP 202s, complete and comprehensive?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are CHP 202s reviewed and initialed by a supervisor?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are CHP 735s, DUI Cost Recovery Report, completed according to policy?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are 735s completed and processed within 60 days of conviction date?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are 735s accurate, and supported by the times recorded on the officer's CHP 415?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Does Area have an SOP on Hospital Release of In-Custody Arrestees?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Does Area utilize the cite and release program?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Are Area personnel familiar with the 0.04 BAC law for commercial drivers?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Are personnel familiar with the 24-hour commercial tie-up requirements?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Are officers familiar with requirements of the zero BAC tolerance for drivers under the age of 21?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does Area maintain a file for Administrative Per Se ((DS 367) for zero tolerance violations?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are officers familiar with CHP 415 reporting of zero BAC tolerance violations?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(9) Are Area officers familiar with requirements in enforcing 23140 CVC, under 21 with a 0.05 BAC or greater?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(10) Does Area have a policy for enforcing 23175 CVC, DUI with three priors?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Does Area have policy for retention/preservation of blood and urine samples?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does Area utilize the Non-Consensual Chemical Testing (NCT) Program?				<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Does Area participate in the enhanced NCT Program?				<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
e. Does Area have established local policy to ensure Administrative Per Se documentation is submitted to DMV within five business days of an arrest?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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f. Does Area have an SOP on the use of PAS devices?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does Area ensure the maximum number are deployed on each shift?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Who is the Area PAS coordinator? Assigned Court Officer.		
(3) Does the PAS coordinator maintain the records for use and calibration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) PAS devices calibrated every 10 days/150 tests, whichever occurs first?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Does Area maintain records to ensure accountability for each device?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
g. Does the Area operate sobriety checkpoints?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) If so, does Area have a written plan for each location?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are operational plans retained for two years, plus current?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Does Area conduct checkpoints with other agencies?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is a supervisor assigned to each checkpoint?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Are PAS devices available at checkpoints?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Is chemical testing available at the sobriety checkpoint location?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Is the media notified 48 hours in advance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Are CHP 205, Sobriety Checkpoint Activity Reports, submitted to Division and the Office of Research and Planning?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
h. Does Area participate in the DUI Reporters Reward Program?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>10. OTHER SPECIAL ENFORCEMENT PROGRAMS</b>	Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/>
a. Is there an airplane speed enforcement program operating within the Area?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) If so, what is the extent of Area's involvement?		
(2) How are personnel selected?		
(3) Is training provided?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Does the program have the support of the district attorney and judges?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Is media reaction favorable?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the Area operate DUI checkpoints?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does Area have a written plan?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are checkpoints solely with CHP personnel, or do other agencies participate? West Valley Area participates with adjacent CHP Areas as well as other agencies.		

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(3) Does Area follow guidelines in HPM 100.8?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is breath or chemical testing available at the checkpoint?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(5) Is the media notified 48 hours in advance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Has media reaction been favorable?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Does Area have personnel assigned to SEU?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) What is the current mission of the unit? The Area utilizes a permanently assigned SEU named "STOP" team. The team focuses attention toward area's of concern expressed by the public, officer's, supervisors and managers.		
(2) How are members selected? The STOP team coordinator along with the consensus of Area supervisors and management.		
(3) Who supervises the unit? Assigned Field Supervisor, D. Songer, #13512.		
(4) Is the unit effective?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Does the Area have overtime enforcement programs?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) If so, what are they? Commercial, HOV, Seatbelt and PCF and pedestrian enforcement.		
(2) Is assignment of officers consistent with the terms of the Unit 5 contract?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Are Reimbursable Services Contracts properly initiated and monitored?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do overtime costs stay within the amount stipulated by the contract?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

**COMMENTS** Section 8, Radar speed enforcement. (2). Speedometers are not calibrated by radar. All speedometers are calibrated by AAA using dynamometer rollers using a stroboscope.

STATE OF CALIFORNIA  
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL  
**AREA MANAGEMENT EVALUATION**  
**COLLISIONS, ENFORCEMENTS, AND SERVICES**  
CHP 453C (Rev. 5-06) OPI 009

AREA West Los Angeles	DIVISION Southern	NUMBER 565
EVALUATED BY Sergeant Francisco Sandoval, #12945		DATE 03/30/2009

**INSTRUCTIONS:** Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input type="checkbox"/> Formal Evaluation <input checked="" type="checkbox"/> Informal Evaluation		SUSPENSE DATE 04/10/2009
FOLLOW-UP REQUIRED <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Correction Report BY _____	COMMANDER'S REVIEW  DATE 4/7/9

**1. HEADQUARTERS STATISTICAL REPORTS**

EVALUATED X	ACTION REQUIRED	CORRECTED
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a. Do supervisors utilize MIS and SWTRS reports? ☒ Yes ☐ No

b. Are statistical reports reviewed as necessary by supervisors? ☒ Yes ☐ No

(1) How is the information disseminated and filed for future use? Local AIS figures and MIS statistics and Matrixes are disseminated to employees during annual evaluations, training days, ride-alongs and briefings.

c. Are reports available for interested employees? ☒ Yes ☐ No

**2. LOCAL DATA**

EVALUATED X	ACTION REQUIRED	CORRECTED
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a. Are local statistics collected and data developed for Area operational needs? ☒ Yes ☐ No

(1) Are PCs utilized to record and store data? ☒ Yes ☐ No

b. How is data analyzed and presented to field personnel? Local AIS figures and MIS statistics and Matrixes are disseminated to employees during annual evaluations, training days, ride-alongs and briefings.

(1) Are visual aids used? ☒ Yes ☐ No

**3. COLLISION REDUCTION**

EVALUATED X	ACTION REQUIRED	CORRECTED
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a. Does Area have written collision reduction plans? ☒ Yes ☐ No

(1) Are goals and objectives realistic and understandable? ☒ Yes ☐ No

(a) Are plans flexible and complete? ☒ Yes ☐ No

(2) Have the plans been successful? ☒ Yes ☐ No

(a) Has emphasis been placed in the correct areas? ☒ Yes ☐ No

(b) Is the Area commander familiar with results? ☒ Yes ☐ No

(c) Are supervisors familiar with Area plans and goals? ☒ Yes ☐ No

(d) Is progress towards goals discussed with all Area personnel? ☒ Yes ☐ No

1 Who has been involved in the development of collision reduction plans? A collective effort from all employees focusing on attaining Strategic Plan Goals through beat accountability, in-view patrol and enforcement.

b. Has an effective deployment plan been established and is it followed? ☒ Yes ☐ No

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STATE OF CALIFORNIA  
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL  
**AREA MANAGEMENT EVALUATION**  
**COLLISIONS, ENFORCEMENTS, AND SERVICES**  
CHP 453C (Rev. 5-06) OPI 009

(1) Is deployment proportional to collision and congestion problems?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are officers' personal needs considered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are special events properly covered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are lieutenants and sergeants deployed based on needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the vacation schedule follow departmental policy and address the needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) What process is used when changes to the master vacation schedule are made? Seniority		
(b) Are special duty officers scheduled separately?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
1 Who replaces vacationing special duty officers? Cross trained Special Duty officers or if necessary, qualified field officers.		
2 Are motorcycle officers scheduled separately?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>4. ENFORCEMENT</b>	EVALUATED X	ACTION REQUIRED CORRECTED
a. Does enforcement activity address collision reduction and compliance with the law?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are statistics from collisions used to properly guide enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do CHP 215s, 281s, 267s, and 202Ds compare with activity listed on the CHP 415 and CHP 100?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do supervisors use matrix reports to audit enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>5. SERVICES</b>	EVALUATED X	ACTION REQUIRED CORRECTED
a. Do Area personnel recognize the importance of their role in providing motorist and public services?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the commander properly emphasize the importance of service as outlined in GO 100.45?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are field personnel aware of beats having heavy service requirements?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do services rendered reflect good beat accountability?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Has Area established procedures for persons in need of assistance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Do CHP 415s indicate services are provided to disabled motorists?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are vehicles stored if left on the freeway over four hours?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are CHP 422s used in accordance with policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are all uniformed employees annually trained on GO 100.6, Special Relationships?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do employees complete the CHP 268 for incidents in which potential liability may be incurred?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>6. BEATS</b>	EVALUATED X	ACTION REQUIRED CORRECTED
a. Does Area comply with GO 100.64, Beat Descriptions?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are beats organized in compliance with current policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Can collision causes and locations be effectively isolated and addressed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Is there effective communication between officers and supervisors relating to problems on various beats?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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(3) What methods are used to identify high collision locations on beats? Periodic collision Matrixes, AIS, officer feedback, and supervisory oversight of incidents to identify specific PCF's. Time of day patterns are used deploy resources accordingly.

b. Are beat descriptions current? ☒ Yes ☐ No

(1) Are revisions made in accordance with time limitations listed in GO 100.64, Beat Descriptions? ☒ Yes ☐ No

(2) Are beat guides, or similar devices, provided for officers to use in the field? ☒ Yes ☐ No

(3) Are supervisors familiar with the beat structure? ☒ Yes ☐ No

c. Are beat instructions current? ☒ Yes ☐ No

(1) Are the following identified:

(a) Principle landmark locations? ☒ Yes ☐ No

(b) Seasonal fluctuations in traffic flow? ☒ Yes ☐ No

(c) High frequency collisions locations? ☒ Yes ☐ No

(d) Primary collision factors? ☒ Yes ☐ No

(e) Hazardous areas? ☒ Yes ☐ No

(f) Recommended patrol procedures? ☒ Yes ☐ No

**7. POST-ARREST PROCEDURES**

EVALUATED  
X

ACTION REQUIRED

CORRECTED

a. Is prosecution sought whenever possible? ☒ Yes ☐ No

(1) Do collision investigations adequately support prosecution? ☒ Yes ☐ No

(2) What is the percentage of arrests resulting from collision investigation? 16%

(3) Are felony hit-and-run collisions adequately investigated? ☒ Yes ☐ No

(a) Is information in the reports sufficient to result in the identification of the suspects and issuance of a criminal complaint? ☒ Yes ☐ No

b. Are owner's responsibility citations reviewed by supervisors to ensure the use of approved procedures? ☒ Yes ☐ No

c. Are officers competent in the use of chemical testing equipment, and are their forensic alcohol training records current? ☒ Yes ☐ No

(1) Is there a system in place to monitor chemical test results in order to determine if additional training is needed? ☒ Yes ☐ No

(2) Do arrest reports contain necessary documentation to support successful prosecution? ☒ Yes ☐ No

(a) Do sergeants and officers know when to notify the district attorney during an investigation? ☒ Yes ☐ No

(3) When are a juvenile's parents notified during an arrest situation? No later than one hour after the minor is taken into custody.

(a) Who is responsible for the notification? The arresting officer.

(4) Are officers familiar with citizen's arrest procedure/policy? ☒ Yes ☐ No

(5) Do all officers know how to operate PAS devices? ☒ Yes ☐ No

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(a) What system is used to monitor the security, accountability, and calibration of PAS devices? PAS devices are individually assigned and issued a corresponding assigned locker key. PAS devices are stored and secured within individual assigned PAS locker compartments. Accuracy checks are conducted every 10 days. The Area has a PAS supervisor and an officer coordinator.

d. Who reviews reports before submission to the district attorney's office? Sergeants and Area court filing officers.

(1) What records are maintained on the number of arrests resulting in the successful filing of a criminal complaint? Updates are entered into the AIS.

(2) Do the figures indicate a problem? ☐ Yes ☒ No

(3) Does the court officer have a good rapport with the district attorney's office? ☒ Yes ☐ No

(4) Does the Area commander have a good relationship with the district attorney? ☒ Yes ☐ No

(5) Is there adequate monitoring of the disposition of criminal cases? ☒ Yes ☐ No

e. Does a review of dismissal requests indicate an apparent problem? ☐ Yes ☒ No

**8. RADAR SPEED ENFORCEMENT**

EVALUATED

X

ACTION REQUIRED

CORRECTED

a. Does Area follow the procedures in HPM 100.4, Radar Speed Enforcement Manual, in regards to radar speed enforcement? ☒ Yes ☐ No

b. Does the Radar Coordinator understand his/her duties and responsibilities as outlined in HPM 100.4, and is the Area in compliance with program requirements? ☒ Yes ☐ No

(1) Has all service been performed according to manufacturer's specifications? ☒ Yes ☐ No

(2) Have speedometers in patrol vehicles used for radar speed enforcement been calibrated by certified radar units other than those used for speed enforcement? ☒ Yes ☐ No

(3) Is internal calibration completed according to guidelines in HPM 100.4? ☒ Yes ☐ No

(a) Are officers recertified annually? ☒ Yes ☐ No

(4) Have radar coordinators received specialized training and is their training listed on ETRS? ☒ Yes ☐ No

(5) Are traffic and engineering surveys updated every five years? ☒ Yes ☐ No

(6) Does Area periodically check to ensure "Speed Checked by Radar" signs are in place where required? ☒ Yes ☐ No

c. Has an audit of the radar program been conducted at intervals of no longer than 24 months? ☒ Yes ☐ No

d. Are self-evaluations of the Area's radar program accomplished? ☒ Yes ☐ No

**9. DRIVING UNDER THE INFLUENCE  
ENFORCEMENT PROGRAMS**

EVALUATED

X

ACTION REQUIRED

X

CORRECTED

X

**a. Policies and Procedures**

(1) Does Area personnel utilize approved FSTs? ☒ Yes ☐ No

(2) Does Area utilize additional FSTs at the request of the local district attorney? ☒ Yes ☐ No

(3) Do officers utilize CHP 202C, Influence Evaluation (Rolling Log)? ☐ Yes ☒ No

b. Are officers familiar with related codes relative to drug influence? ☒ Yes ☐ No

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c. Arrest Policies and Procedures

- |   |   |  |
|---|---|--|
| (1) Are CHP 202s complete and comprehensive?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (2) Are CHP 202s reviewed and initialed by a supervisor?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (3) Are CHP 735s, Incident Response Reimbursement Statement, completed according to policy?                                 | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (a) Are 735s completed and processed within 60 days of the conviction date?   | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| (b) Are 735s accurate, and supported by the times recorded on the officer's CHP 415?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (4) Does Area have an SOP on Hospital Release of In-Custody Arrestees?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (5) Does Area utilize the cite and release program?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (6) Are Area personnel familiar with the 0.04 BAC law relative to commercial drivers?                                       | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (7) Are Area personnel familiar with the 24-hour commercial tie-up requirements?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (8) Are officers familiar with requirements of the zero BAC tolerance for drivers under the age of 21?                      | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (a) Does Area maintain a file for Administrative Per Se (DS 367) for zero tolerance violations?                             | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (b) Are officers familiar with the CHP 415 reporting of zero BAC tolerance violations?                                      | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (9) Are Area officers familiar with requirements in enforcing laws relative to drivers under 21 with a 0.05 BAC or greater? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (10) Does Area have a policy for enforcing laws relative to individuals with three prior DUIs?                              | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |

d. Does Area have policy for retention and preservation of blood and urine samples?

- |  |                              |  |
|--|------------------------------|--|
| (1) Does Area utilize the Non-Consensual Chemical Testing (NCT) Program? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| (2) Does Area participate in the enhanced NCT Program?                   | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

e. Does Area have established local policy to ensure Administrative Per Se documentation is submitted to DMV within five business days of an arrest?

☒ Yes ☐ No

f. Does Area have an SOP on the use of PAS devices?

☒ Yes ☐ No

- |   |   |                             |
|---|---|-----------------------------|
| (1) Does Area ensure the maximum number are deployed on each shift? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|---|---|-----------------------------|

(2) Who is the Area PAS coordinator? Sergeant R. Price, #12607 and Officer M. Scott, #17737

- |  |   |                             |
|--|---|-----------------------------|
| (3) Does the PAS coordinator maintain the records for use and calibration? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|--|---|-----------------------------|

- |  |   |                             |
|--|---|-----------------------------|
| (4) Are PAS devices calibrated every 10 days or 150 tests, whichever occurs first? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|--|---|-----------------------------|

- |  |   |                             |
|--|---|-----------------------------|
| (5) Does Area maintain records to ensure accountability for each device? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|--|---|-----------------------------|

g. Does the Area operate sobriety checkpoints?

☒ Yes ☐ No

- |   |   |                             |
|---|---|-----------------------------|
| (1) If so, does Area have a written plan for each location? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|---|---|-----------------------------|

- |   |   |                             |
|---|---|-----------------------------|
| (2) Are operational plans retained for two years, plus current? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|---|---|-----------------------------|

- |  |   |                             |
|--|---|-----------------------------|
| (3) Does Area conduct checkpoints with other agencies? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|--|---|-----------------------------|

- |  |   |                             |
|--|---|-----------------------------|
| (4) Is a supervisor assigned to each checkpoint? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|--|---|-----------------------------|

- |   |   |                             |
|---|---|-----------------------------|
| (5) Are PAS devices available at checkpoints? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|---|---|-----------------------------|

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(6) Is chemical testing available at the sobriety checkpoint location?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Is the media notified 48 hours in advance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Are CHP 205s, Sobriety Checkpoint Activity Report, submitted to Division and the Research and Planning Section?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
h. Does Area participate in the DUI Reporter's Reward Program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>10. OTHER SPECIAL ENFORCEMENT PROGRAMS</b>	<b>EVALUATED</b> X	<b>ACTION REQUIRED</b>  <b>CORRECTED</b>
a. Is there an airplane speed enforcement program operating within the Area?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) If so, what is the extent of Area's involvement?		
(2) How are personnel selected?		
(3) Is training provided?		
(4) Does the program have the support of the local district attorney and judges?		
(5) Is media reaction favorable?		
b. Does the Area operate DUI checkpoints?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does Area have a written plan?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are checkpoints solely with CHP personnel, or do other agencies participate? Taking our departmental Strategic Plan Goals into consideration, Area management will facilitate the opportunity to work a DUI check point with any law enforcement allied agency within our jurisdiction.		
(3) Does Area follow guidelines in HPM 70.4, Driving Under the Influence Enforcement Manual?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is breath or chemical testing available at the checkpoint?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Is the media notified 48 hours in advance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Has media reaction been favorable?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Does Area have personnel assigned to the Special Enforcement Unit (SEU)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) What is the current mission of the unit? The Area deploys a group of officers assigned to the COPS Program establishing a partnership between law enforcement, the community and other public service agencies. The mission of the unit is to reduce crime, manage traffic and improving the overall quality of life in the community.		
(2) How are members selected? Positions were advertised internally, selections were made based on abilities, past performance and competitive interviews.		
(3) Who supervises the unit? Sergeant S. Estrem, #15215		
(4) Is the unit effective?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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d. Does the Area have overtime enforcement programs?

☒ Yes ☐ No

(1) If so, what are they? The Area deploys officers on OT under several grants: High Occupancy Vehicles (HOV), Cal-Grip, roving  
DUI, and CARS.

(2) Is assignment of officers consistent with the terms of the Unit 5 contract?

☒ Yes ☐ No

e. Are Reimbursable Services Contracts properly initiated and monitored?

☒ Yes ☐ No

(1) Do overtime costs stay within the amount stipulated by the contract?

☒ Yes ☐ No

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AREA	DIVISION	NUMBER
South Los Angeles	Southern Division	530
EVALUATED BY	DATE	
Sgt. S. Suarez #14652	03/06/2009	

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION		SUSPENSE DATE
<input type="checkbox"/> Formal Evaluation	<input checked="" type="checkbox"/> Informal Evaluation	04/30/2009
FOLLOW-UP REQUIRED		COMMANDER'S REVIEW
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Correction Report	DATE
BY		4-8-09
EVALUATED		ACTION REQUIRED
X		
		CORRECTED

### 1. HEADQUARTERS STATISTICAL REPORTS

- a. Do supervisors utilize MIS and SWITRS reports? ☒ Yes ☐ No
- b. Are statistical reports reviewed as necessary by supervisors? ☒ Yes ☐ No
- (1) How is the information disseminated and filed for future use? The information is passed on to supervisors during staff meetings and used to appropriately target enforcement activity.
- c. Are reports available for interested employees? ☒ Yes ☐ No

### 2. LOCAL DATA

- a. Are local statistics collected and data developed for Area operational needs? ☒ Yes ☐ No
- (1) Are PCs utilized to record and store data? ☒ Yes ☐ No
- b. How is data analyzed and presented to field personnel? The data is used to determine proper deployment of Area's resources and passed along during briefings and quarterly shift focus. It is also used to restructure beats, as needed.
- (1) Are visual aids used? ☒ Yes ☐ No

### 3. COLLISION REDUCTION

- a. Does Area have written collision reduction plans? ☐ Yes ☒ No
- (1) Are goals and objectives realistic and understandable? ☒ Yes ☐ No
- (a) Are plans flexible and complete? ☒ Yes ☐ No
- (2) Have the plans been successful? ☒ Yes ☐ No
- (a) Has emphasis been placed in the correct areas? ☒ Yes ☐ No
- (b) Is the Area commander familiar with results? ☒ Yes ☐ No
- (c) Are supervisors familiar with Area plans and goals? ☒ Yes ☐ No
- (d) Is progress towards goals discussed with all Area personnel? ☒ Yes ☐ No

1 Who has been involved in the development of collision reduction plans? Area management, sergeants and Accident Investigations Unit.

- b. Has an effective deployment plan been established and is it followed? ☒ Yes ☐ No



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(1) Is deployment proportional to collision and congestion problems?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are officers' personal needs considered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are special events properly covered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are lieutenants and sergeants deployed based on needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the vacation schedule follow departmental policy and address the needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) What process is used when changes to the master vacation schedule are made? Requests will be made by memorandum to the shift supervisor, who will confirm the availability of the slot. Approval will come from the scheduling sergeant.		
(b) Are special duty officers scheduled separately?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
1 Who replaces vacationing special duty officers? Other special duty officers.		
2 Are motorcycle officers scheduled separately?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>4. ENFORCEMENT</b>	EVALUATED X	ACTION REQUIRED CORRECTED
a. Does enforcement activity address collision reduction and compliance with the law?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are statistics from collisions used to properly guide enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do CHP 215s, 281s, 267s, and 202Ds compare with activity listed on the CHP 415 and CHP 100?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do supervisors use matrix reports to audit enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>5. SERVICES</b>	EVALUATED X	ACTION REQUIRED CORRECTED
a. Do Area personnel recognize the importance of their role in providing motorist and public services?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the commander properly emphasize the importance of service as outlined in GO 100.45?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are field personnel aware of beats having heavy service requirements?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do services rendered reflect good beat accountability?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Has Area established procedures for persons in need of assistance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Do CHP 415s indicate services are provided to disabled motorists?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are vehicles stored if left on the freeway over four hours?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are CHP 422s used in accordance with policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are all uniformed employees annually trained on GO 100.6, Special Relationships?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do employees complete the CHP 268 for incidents in which potential liability may be incurred?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>6. BEATS</b>	EVALUATED X	ACTION REQUIRED CORRECTED
a. Does Area comply with GO 100.64, Beat Descriptions?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are beats organized in compliance with current policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Can collision causes and locations be effectively isolated and addressed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Is there effective communication between officers and supervisors relating to problems on various beats?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No



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(3) What methods are used to identify high collision locations on beats? AIS has a search engine that can be used to break down collisions by beats and/or times of day and/or primary collision factors.			
b. Are beat descriptions current? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
(1) Are revisions made in accordance with time limitations listed in GO 100.64, Beat Descriptions? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
(2) Are beat guides, or similar devices, provided for officers to use in the field? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
(3) Are supervisors familiar with the beat structure? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
c. Are beat instructions current? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
(1) Are the following identified:			
(a) Principle landmark locations? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
(b) Seasonal fluctuations in traffic flow? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
(c) High frequency collisions locations? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
(d) Primary collision factors? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
(e) Hazardous areas? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
(f) Recommended patrol procedures? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
7. POST-ARREST PROCEDURES	EVALUATED X	ACTION REQUIRED	CORRECTED
a. Is prosecution sought whenever possible? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
(1) Do collision investigations adequately support prosecution? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
(2) What is the percentage of arrests resulting from collision investigation? 9.96% (ACCORDING TO 2008 AIS STATS)			
(3) Are felony hit-and-run collisions adequately investigated? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
(a) Is information in the reports sufficient to result in the identification of the suspects and issuance of a criminal complaint? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
b. Are owner's responsibility citations reviewed by supervisors to ensure the use of approved procedures? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
c. Are officers competent in the use of chemical testing equipment, and are their forensic alcohol training records current? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
(1) Is there a system in place to monitor chemical test results in order to determine if additional training is needed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
(2) Do arrest reports contain necessary documentation to support successful prosecution? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
(a) Do sergeants and officers know when to notify the district attorney during an investigation? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
(3) When are a juvenile's parents notified during an arrest situation? As soon as practical after an arrest and anytime the juvenile requests such notification.			
(a) Who is responsible for the notification? The arresting officer.			
(4) Are officers familiar with citizen's arrest procedure/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
(5) Do all officers know how to operate PAS devices? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			

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(a) What system is used to monitor the security, accountability, and calibration of PAS devices? PAS devices are assigned to the officers. The officers are responsible for turning in the devices to the PAS coordinator for calibration weekly. The devices are secured in locked lockers with the officers being assigned the keys to the particular device.

d. Who reviews reports before submission to the district attorney's office? Shift sergeants are responsible for review of all arrest documents, including breath test results and DMV related forms.

(1) What records are maintained on the number of arrests resulting in the successful filing of a criminal complaint? Area tracks all criminal filings and can refer to the log to determine overall performance.

(2) Do the figures indicate a problem? ☐ Yes ☒ No

(3) Does the court officer have a good rapport with the district attorney's office? ☒ Yes ☐ No

(4) Does the Area commander have a good relationship with the district attorney? ☒ Yes ☐ No

(5) Is there adequate monitoring of the disposition of criminal cases? ☒ Yes ☐ No

e. Does a review of dismissal requests indicate an apparent problem? ☐ Yes ☒ No

**8. RADAR SPEED ENFORCEMENT**

EVALUATED

X

ACTION REQUIRED

CORRECTED

a. Does Area follow the procedures in HPM 100.4, Radar Speed Enforcement Manual, in regards to radar speed enforcement? ☒ Yes ☐ No

b. Does the Radar Coordinator understand his/her duties and responsibilities as outlined in HPM 100.4, and is the Area in compliance with program requirements? ☒ Yes ☐ No

(1) Has all service been performed according to manufacturer's specifications? ☒ Yes ☐ No

(2) Have speedometers in patrol vehicles used for radar speed enforcement been calibrated by certified radar units other than those used for speed enforcement? ☐ Yes ☒ No

(3) Is internal calibration completed according to guidelines in HPM 100.4? ☒ Yes ☐ No

(a) Are officers recertified annually? ☒ Yes ☐ No

(4) Have radar coordinators received specialized training and is their training listed on ETRS? ☒ Yes ☐ No

(5) Are traffic and engineering surveys updated every five years? ☒ Yes ☐ No

(6) Does Area periodically check to ensure "Speed Checked by Radar" signs are in place where required? ☒ Yes ☐ No

c. Has an audit of the radar program been conducted at intervals of no longer than 24 months? ☒ Yes ☐ No

d. Are self-evaluations of the Area's radar program accomplished? ☒ Yes ☐ No

**9. DRIVING UNDER THE INFLUENCE  
ENFORCEMENT PROGRAMS**

EVALUATED

X

ACTION REQUIRED

X

CORRECTED

**a. Policies and Procedures**

(1) Does Area personnel utilize approved FSTs? ☒ Yes ☐ No

(2) Does Area utilize additional FSTs at the request of the local district attorney? ☒ Yes ☐ No

(3) Do officers utilize CHP 202C, Influence Evaluation (Rolling Log)? ☐ Yes ☒ No

b. Are officers familiar with related codes relative to drug influence? ☒ Yes ☐ No

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c. Arrest Policies and Procedures

- |   |   |  |
|---|---|--|
| (1) Are CHP 202s complete and comprehensive?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (2) Are CHP 202s reviewed and initialed by a supervisor?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (3) Are CHP 735s, Incident Response Reimbursement Statement, completed according to policy?                                 | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (a) Are 735s completed and processed within 60 days of the conviction date?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (b) Are 735s accurate, and supported by the times recorded on the officer's CHP 415?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (4) Does Area have an SOP on Hospital Release of In-Custody Arrestees?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (5) Does Area utilize the cite and release program?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (6) Are Area personnel familiar with the 0.04 BAC law relative to commercial drivers?                                       | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (7) Are Area personnel familiar with the 24-hour commercial tie-up requirements?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (8) Are officers familiar with requirements of the zero BAC tolerance for drivers under the age of 21?                      | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (a) Does Area maintain a file for Administrative Per Se (DS 367) for zero tolerance violations?                             | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| (b) Are officers familiar with the CHP 415 reporting of zero BAC tolerance violations?                                      | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (9) Are Area officers familiar with requirements in enforcing laws relative to drivers under 21 with a 0.05 BAC or greater? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (10) Does Area have a policy for enforcing laws relative to individuals with three prior DUIs?                              | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |

d. Does Area have policy for retention and preservation of blood and urine samples?

- |  |                              |  |
|--|------------------------------|--|
| (1) Does Area utilize the Non-Consensual Chemical Testing (NCT) Program? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| (2) Does Area participate in the enhanced NCT Program?                   | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

e. Does Area have established local policy to ensure Administrative Per Se documentation is submitted to DMV within five business days of an arrest?

☒ Yes    ☐ No

f. Does Area have an SOP on the use of PAS devices?

☒ Yes    ☐ No

- |   |   |                             |
|---|---|-----------------------------|
| (1) Does Area ensure the maximum number are deployed on each shift? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|---|---|-----------------------------|

(2) Who is the Area PAS coordinator? Officer Brian Flick

- |  |   |                             |
|--|---|-----------------------------|
| (3) Does the PAS coordinator maintain the records for use and calibration?         | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (4) Are PAS devices calibrated every 10 days or 150 tests, whichever occurs first? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (5) Does Area maintain records to ensure accountability for each device?           | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

g. Does the Area operate sobriety checkpoints?

☒ Yes    ☐ No

- |   |   |                             |
|---|---|-----------------------------|
| (1) If so, does Area have a written plan for each location? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|---|---|-----------------------------|

(2) Are operational plans retained for two years, plus current?

☒ Yes    ☐ No

(3) Does Area conduct checkpoints with other agencies?

☒ Yes    ☐ No

(4) Is a supervisor assigned to each checkpoint?

☒ Yes    ☐ No

(5) Are PAS devices available at checkpoints?

☒ Yes    ☐ No

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## AREA MANAGEMENT EVALUATION

## COLLISIONS, ENFORCEMENTS, AND SERVICES

CHP 453C (Rev. 5-06) OPI 009

(6) Is chemical testing available at the sobriety checkpoint location?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Is the media notified 48 hours in advance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Are CHP 205s, Sobriety Checkpoint Activity Report, submitted to Division and the Research and Planning Section?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
h. Does Area participate in the DUI Reporter's Reward Program?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
10. OTHER SPECIAL ENFORCEMENT PROGRAMS	EVALUATED X	ACTION REQUIRED CORRECTED
a. Is there an airplane speed enforcement program operating within the Area?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) If so, what is the extent of Area's involvement? N/A		
(2) How are personnel selected? N/A		
(3) Is training provided? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>		
(4) Does the program have the support of the local district attorney and judges? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>		
(5) Is media reaction favorable? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>		
b. Does the Area operate DUI checkpoints?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does Area have a written plan?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are checkpoints solely with CHP personnel, or do other agencies participate? Allied agencies also participate (Southbay DUI Task Force).		
(3) Does Area follow guidelines in HPM 70.4, Driving Under the Influence Enforcement Manual?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is breath or chemical testing available at the checkpoint?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Is the media notified 48 hours in advance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Has media reaction been favorable?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Does Area have personnel assigned to the Special Enforcement Unit (SEU)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) What is the current mission of the unit? N/A		
(2) How are members selected? N/A		
(3) Who supervises the unit? N/A		
(4) Is the unit effective?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

STATE OF CALIFORNIA  
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d. Does the Area have overtime enforcement programs?

☒ Yes ☐ No

(1) If so, what are they? HOV, SLIC, DUI, and other county and federal grant enforcement details.

(2) Is assignment of officers consistent with the terms of the Unit 5 contract?

☒ Yes ☐ No

e. Are Reimbursable Services Contracts properly initiated and monitored?

☒ Yes ☐ No

(1) Do overtime costs stay within the amount stipulated by the contract?

☒ Yes ☐ No

(1) In regards to Section 3 (a), Area does not have a specific collision reduction plan. However, Area sets specific goals based upon the Department's Strategic Plan for reducing accidents. Area routinely reviews the accident experiences to identify trends. When negative trends are identified, Area implements strategies for reducing collision experiences through adjusting beat assignments, focusing special enforcement details, and enhancing in view patrol.

(2) In regards to Section 6 (c)(1)(b-f), beats and beat descriptions, seasonal fluctuations, high frequency collisions locations, primary collision factors, hazardous areas, and recommended patrol procedures are explained during break-in training by the field training officers. No corrective action needed.

(3) In regards to Section 7 (d)(5), no records are maintained on the disposition of criminal filings. Currently, the only way to track this information is to conduct a query by individual case number or by the investigating officer's ID number to verify if there was a filing or rejection. Area is not notified of the case dispositions for criminal filings. Area is scheduled to be granted access to the Los Angeles County TCIS, a court information system. TCIS will allow more detailed case tracking and the ability to monitor for any deficiencies in criminal complaints filings. No corrective action needed.

(4) In regards to Section 8, Radar Speed Enforcement, According to the Area's Training Coordinator, there was no information in ETRS to indicate any specialized training for the radar coordinator(s). The previous radar supervisor was a certified radar instructor. Area should consider certifying the current radar coordinator as instructors. The Area is currently working with Los Angeles County Roads to have the engineering surveys updated or extended. The Area recently received notification that the survey on the Vincent Thomas Bridge would be extended until 2014. All freeways and bridges within the Area have posted signs indicated the use of radar. An inspection for signs being posted on county roads is forthcoming. The most recent audit was conducted in August 2008, and an equipment and certification audit was conducted on February 28, 2009. No corrective action needed, but program review to follow.

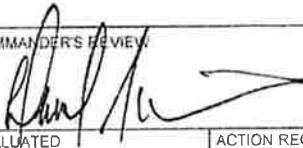
(5) In regards to Section 9, (8)(a), a file for the Administrative Per Se (DS 367) for zero tolerance violations was not located. The Area will create a file for tracking purposes. Corrective action to follow.

**AREA MANAGEMENT EVALUATION****COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

AREA Santa Fe Springs	DIVISION Southern	NUMBER 3
EVALUATED BY Lt. J. Rasmussen		DATE 04/09/2009

**INSTRUCTIONS:** Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input type="checkbox"/> Formal Evaluation <input checked="" type="checkbox"/> Informal Evaluation		SUSPENSE DATE	
FOLLOW-UP REQUIRED <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		COMMANDER'S REVIEW 	DATE 4/13/09
BY		EVALUATED No	ACTION REQUIRED No

**1. HEADQUARTERS STATISTICAL REPORTS**

a. Do supervisors utilize MIS and SWITRS reports? ☐ Yes ☐ No

b. Are statistical reports reviewed as necessary by supervisors? ☐ Yes ☐ No

(1) How is the information disseminated and filed for future use? Reports are reviewed with supervisors at staff meetings and to officers at briefings and training days. A copy of all reports are filed in the Area administrative files.

c. Are reports available for interested employees? ☒ Yes ☐ No

**2. LOCAL DATA**

EVALUATED	ACTION REQUIRED	CORRECTED
	No	

a. Are local statistics collected and data developed for Area operational needs? ☐ Yes ☒ No

(1) Are PCs utilized to record and store data? ☐ Yes ☒ No

b. How is data analyzed and presented to field personnel? Program 10 and matrix reports are used to gather data.

(1) Are visual aids used? ☐ Yes ☒ No

**3. COLLISION REDUCTION**

EVALUATED	ACTION REQUIRED	CORRECTED
	No	

a. Does Area have written collision reduction plans? ☒ Yes ☐ No

(1) Are goals and objectives realistic and understandable? ☒ Yes ☐ No

(a) Are plans flexible and complete? ☒ Yes ☐ No

(2) Have the plans been successful? ☒ Yes ☐ No

(a) Has emphasis been placed in the correct areas? ☒ Yes ☐ No

(b) Is the Area commander familiar with results? ☒ Yes ☐ No

(c) Are supervisors familiar with Area plans and goals? ☒ Yes ☐ No

(d) Is progress towards goals discussed with all Area personnel? ☒ Yes ☐ No

1 Who has been involved in the development of collision reduction plans? Area management and supervisors provide information for the Strategic Plan.

b. Has an effective deployment plan been established and is it followed? ☒ Yes ☐ No

**AREA MANAGEMENT EVALUATION****COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

(1) Is deployment proportional to collision and congestion problems?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are officers' personal needs considered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are special events properly covered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are lieutenants and sergeants deployed based on needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the vacation schedule follow departmental policy and address the needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) What process is used when changes to the master vacation schedule are made?	Area management discusses it with Area supervisors and officers.	
(b) Are special duty officers scheduled separately?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
1 Who replaces vacationing special duty officers?	Other special duty officers are crossed trained.	
2 Are motorcycle officers scheduled separately?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>4. ENFORCEMENT</b>	EVALUATED No	ACTION REQUIRED No
a. Does enforcement activity address collision reduction and compliance with the law?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are statistics from collisions used to properly guide enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do CHP 215s, 281s, 267s, and 202Ds compare with activity listed on the CHP 415 and CHP 100?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do supervisors use matrix reports to audit enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>5. SERVICES</b>	EVALUATED No	ACTION REQUIRED No
a. Do Area personnel recognize the importance of their role in providing motorist and public services?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the commander properly emphasize the importance of service as outlined in GO 100.45?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are field personnel aware of beats having heavy service requirements?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do services rendered reflect good beat accountability?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Has Area established procedures for persons in need of assistance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Do CHP 415s indicate services are provided to disabled motorists?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are vehicles stored if left on the freeway over four hours?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are CHP 422s used in accordance with policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are all uniformed employees annually trained on GO 100.6, Special Relationships?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do employees complete the CHP 268 for incidents in which potential liability may be incurred?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>6. BEATS</b>	EVALUATED No	ACTION REQUIRED No
a. Does Area comply with GO 100.64, Beat Descriptions?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are beats organized in compliance with current policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Can collision causes and locations be effectively isolated and addressed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Is there effective communication between officers and supervisors relating to problems on various beats?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No



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(3) What methods are used to identify high collision locations on beats? The AIS system and input from officers / supervisors working the beats.

b. Are beat descriptions current? ☒ Yes ☐ No

(1) Are revisions made in accordance with time limitations listed in GO 100.64, Beat Descriptions? ☒ Yes ☐ No

(2) Are beat guides, or similar devices, provided for officers to use in the field? ☒ Yes ☐ No

(3) Are supervisors familiar with the beat structure? ☒ Yes ☐ No

c. Are beat instructions current? ☒ Yes ☐ No

(1) Are the following identified:

(a) Principle landmark locations? ☐ Yes ☒ No

(b) Seasonal fluctuations in traffic flow? ☐ Yes ☒ No

(c) High frequency collisions locations? ☐ Yes ☒ No

(d) Primary collision factors? ☐ Yes ☒ No

(e) Hazardous areas? ☐ Yes ☒ No

(f) Recommended patrol procedures? ☐ Yes ☒ No

**7. POST-ARREST PROCEDURES**

EVALUATED

ACTION REQUIRED

CORRECTED

No

a. Is prosecution sought whenever possible? ☒ Yes ☐ No

(1) Do collision investigations adequately support prosecution? ☒ Yes ☐ No

(2) What is the percentage of arrests resulting from collision investigation?

(3) Are felony hit-and-run collisions adequately investigated? ☒ Yes ☐ No

(a) Is information in the reports sufficient to result in the identification of the suspects and issuance of a criminal complaint? ☒ Yes ☐ No

b. Are owner's responsibility citations reviewed by supervisors to ensure the use of approved procedures? ☒ Yes ☐ No

c. Are officers competent in the use of chemical testing equipment, and are their forensic alcohol training records current? ☒ Yes ☐ No

(1) Is there a system in place to monitor chemical test results in order to determine if additional training is needed? ☐ Yes ☒ No

(2) Do arrest reports contain necessary documentation to support successful prosecution? ☒ Yes ☐ No

(a) Do sergeants and officers know when to notify the district attorney during an investigation? ☒ Yes ☐ No

(3) When are a juvenile's parents notified during an arrest situation? Immediately upon arrest and the juvenile removed to a safe location.

(a) Who is responsible for the notification? Shift supervisor.

(4) Are officers familiar with citizen's arrest procedure/policy? ☒ Yes ☐ No

(5) Do all officers know how to operate PAS devices? ☒ Yes ☐ No

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(a) What system is used to monitor the security, accountability, and calibration of PAS devices? The PAS devices are in a locked cabinet with a key in the sergeant's office. PAS officer assigned to regularly calibrate devices and each device is accounted for at the regularly scheduled calibration and on the annual inventory.

d. Who reviews reports before submission to the district attorney's office? Arresting Officer, Sergeants and Court Officer

(1) What records are maintained on the number of arrests resulting in the successful filing of a criminal complaint? Area utilizes the AIS system

(2) Do the figures indicate a problem? ☐ Yes ☒ No

(3) Does the court officer have a good rapport with the district attorney's office? ☒ Yes ☐ No

(4) Does the Area commander have a good relationship with the district attorney? ☒ Yes ☐ No

(5) Is there adequate monitoring of the disposition of criminal cases? ☒ Yes ☐ No

e. Does a review of dismissal requests indicate an apparent problem? ☐ Yes ☒ No

**8. RADAR SPEED ENFORCEMENT**

EVALUATED

ACTION REQUIRED

CORRECTED

No

a. Does Area follow the procedures in HPM 100.4, Radar Speed Enforcement Manual, in regards to radar speed enforcement? ☒ Yes ☐ No

b. Does the Radar Coordinator understand his/her duties and responsibilities as outlined in HPM 100.4, and is the Area in compliance with program requirements? ☒ Yes ☐ No

(1) Has all service been performed according to manufacturer's specifications? ☒ Yes ☐ No

(2) Have speedometers in patrol vehicles used for radar speed enforcement been calibrated by certified radar units other than those used for speed enforcement? ☐ Yes ☒ No

(3) Is internal calibration completed according to guidelines in HPM 100.4? ☒ Yes ☐ No

(a) Are officers recertified annually? ☒ Yes ☐ No

(4) Have radar coordinators received specialized training and is their training listed on ETRS? ☒ Yes ☐ No

(5) Are traffic and engineering surveys updated every five years? ☒ Yes ☐ No

(6) Does Area periodically check to ensure "Speed Checked by Radar" signs are in place where required? ☒ Yes ☐ No

c. Has an audit of the radar program been conducted at intervals of no longer than 24 months? ☒ Yes ☐ No

d. Are self-evaluations of the Area's radar program accomplished? ☒ Yes ☐ No

**9. DRIVING UNDER THE INFLUENCE  
ENFORCEMENT PROGRAMS**

EVALUATED

ACTION REQUIRED

CORRECTED

No

**a. Policies and Procedures**

(1) Does Area personnel utilize approved FSTs? ☒ Yes ☐ No

(2) Does Area utilize additional FSTs at the request of the local district attorney? ☐ Yes ☒ No

(3) Do officers utilize CHP 202C, Influence Evaluation (Rolling Log)? ☐ Yes ☒ No

b. Are officers familiar with related codes relative to drug influence? ☒ Yes ☐ No

**AREA MANAGEMENT EVALUATION****COLLISIONS, ENFORCEMENTS, AND SERVICES**

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**c. Arrest Policies and Procedures**

- |   |   |                             |
|---|---|-----------------------------|
| (1) Are CHP 202s complete and comprehensive?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Are CHP 202s reviewed and initialed by a supervisor?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (3) Are CHP 735s, Incident Response Reimbursement Statement, completed according to policy?                                 | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (a) Are 735s completed and processed within 60 days of the conviction date?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (b) Are 735s accurate, and supported by the times recorded on the officer's CHP 415?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (4) Does Area have an SOP on Hospital Release of In-Custody Arrestees?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (5) Does Area utilize the cite and release program?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (6) Are Area personnel familiar with the 0.04 BAC law relative to commercial drivers?                                       | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (7) Are Area personnel familiar with the 24-hour commercial tie-up requirements?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (8) Are officers familiar with requirements of the zero BAC tolerance for drivers under the age of 21?                      | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (a) Does Area maintain a file for Administrative Per Se (DS 367) for zero tolerance violations?                             | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (b) Are officers familiar with the CHP 415 reporting of zero BAC tolerance violations?                                      | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (9) Are Area officers familiar with requirements in enforcing laws relative to drivers under 21 with a 0.05 BAC or greater? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (10) Does Area have a policy for enforcing laws relative to individuals with three prior DUIs?                              | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

**d. Does Area have policy for retention and preservation of blood and urine samples?**☒ Yes ☐ No

- |  |                              |  |
|--|------------------------------|--|
| (1) Does Area utilize the Non-Consensual Chemical Testing (NCT) Program? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| (2) Does Area participate in the enhanced NCT Program?                   | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

**e. Does Area have established local policy to ensure Administrative Per Se documentation is submitted to DMV within five business days of an arrest?**☒ Yes ☐ No**f. Does Area have an SOP on the use of PAS devices?**☒ Yes ☐ No

- |  |   |                             |
|--|---|-----------------------------|
| (1) Does Area ensure the maximum number are deployed on each shift?                | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Who is the Area PAS coordinator? Officer R. Monahan, #17007                    |   |                             |
| (3) Does the PAS coordinator maintain the records for use and calibration?         | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (4) Are PAS devices calibrated every 10 days or 150 tests, whichever occurs first? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (5) Does Area maintain records to ensure accountability for each device?           | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

**g. Does the Area operate sobriety checkpoints?**☒ Yes ☐ No

- |   |   |                             |
|---|---|-----------------------------|
| (1) If so, does Area have a written plan for each location?     | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Are operational plans retained for two years, plus current? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (3) Does Area conduct checkpoints with other agencies?          | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (4) Is a supervisor assigned to each checkpoint?                | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (5) Are PAS devices available at checkpoints?                   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

**AREA MANAGEMENT EVALUATION****COLLISIONS, ENFORCEMENTS, AND SERVICES**

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(6) Is chemical testing available at the sobriety checkpoint location?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Is the media notified 48 hours in advance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Are CHP 205s, Sobriety Checkpoint Activity Report, submitted to Division and the Research and Planning Section?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
h. Does Area participate in the DUI Reporter's Reward Program?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

<b>10. OTHER SPECIAL ENFORCEMENT PROGRAMS</b>	EVALUATED	ACTION REQUIRED	CORRECTED
		No	

a. Is there an airplane speed enforcement program operating within the Area?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) If so, what is the extent of Area's involvement?		
(2) How are personnel selected?		
(3) Is training provided?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Does the program have the support of the local district attorney and judges?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Is media reaction favorable?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the Area operate DUI checkpoints?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does Area have a written plan?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are checkpoints solely with CHP personnel, or do other agencies participate?    Primarily CHP personnel		
(3) Does Area follow guidelines in HPM 70.4, Driving Under the Influence Enforcement Manual?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is breath or chemical testing available at the checkpoint?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Is the media notified 48 hours in advance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Has media reaction been favorable?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Does Area have personnel assigned to the Special Enforcement Unit (SEU)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) What is the current mission of the unit?    Respond to traffic complaints, proactive in trouble areas, community policing, attend community meetings, and work with members of allied agencies within the same communities.		
(2) How are members selected?    By Commanders interview		
(3) Who supervises the unit?    A Field Supervisors over seen by a Field Operations Officer (Lieutenant).		
(4) Is the unit effective?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

**AREA MANAGEMENT EVALUATION****COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

d. Does the Area have overtime enforcement programs?

☒ Yes ☐ No

(1) If so, what are they? SLIC and CARS Grants

(2) Is assignment of officers consistent with the terms of the Unit 5 contract?

☒ Yes ☐ No

e. Are Reimbursable Services Contracts properly initiated and monitored?

☒ Yes ☐ No

(1) Do overtime costs stay within the amount stipulated by the contract?

☒ Yes ☐ No

4. EENFORCEMENT a. (1). Statistics from collisions are used to determine help beat priority.

8. RADAR SPEED ENFORCEMENT B. (2) The patrol car speedometers are calibrated by AAA.

## 9. DRIVING UNDER THE INFLUENCE ENFORCEMENT PROGRAMS

Prior to this audit discrepancies were identified in the processing of the CHP 735 Incident Response Reimbursement Statement. Since that date corrective action has been taken and the Area is now in compliance with departmental policy.

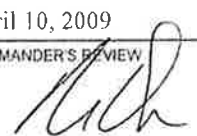
F. (1) PAS devices are assigned to officers.

**AREA MANAGEMENT EVALUATION****COLLISIONS, ENFORCEMENTS, AND SERVICES**

HP 453C (Rev. 5-06) OPI 009

AREA Newhall	DIVISION Southern	NUMBER 540
EVALUATED BY Sergeant Jorge Martinez		DATE 03/16/2009

**INSTRUCTIONS:** Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input type="checkbox"/> Formal Evaluation <input checked="" type="checkbox"/> Informal Evaluation		SUSPENSE DATE April 10, 2009
FOLLOW-UP REQUIRED <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Correction Report BY _____	COMMANDER'S REVIEW 
		DATE 3-25-09

**1. HEADQUARTERS STATISTICAL REPORTS**

EVALUATED Yes	ACTION REQUIRED None	CORRECTED N/A
------------------	-------------------------	------------------

a. Do supervisors utilize MIS and SWITRS reports? ☒ Yes ☐ Nob. Are statistical reports reviewed as necessary by supervisors? ☒ Yes ☐ No

(1) How is the information disseminated and filed for future use? See Attached

c. Are reports available for interested employees? ☒ Yes ☐ No**2. LOCAL DATA**

EVALUATED Yes	ACTION REQUIRED None	CORRECTED N/A
------------------	-------------------------	------------------

a. Are local statistics collected and data developed for Area operational needs? ☒ Yes ☐ No(1) Are PCs utilized to record and store data? ☒ Yes ☐ No

b. How is data analyzed and presented to field personnel? See Attached

(1) Are visual aids used? ☒ Yes ☐ No**3. COLLISION REDUCTION**

EVALUATED Yes	ACTION REQUIRED None	CORRECTED N/A
------------------	-------------------------	------------------

a. Does Area have written collision reduction plans? ☒ Yes ☐ No(1) Are goals and objectives realistic and understandable? ☒ Yes ☐ No(a) Are plans flexible and complete? ☒ Yes ☐ No(2) Have the plans been successful? ☒ Yes ☐ No(a) Has emphasis been placed in the correct areas? ☒ Yes ☐ No(b) Is the Area commander familiar with results? ☒ Yes ☐ No(c) Are supervisors familiar with Area plans and goals? ☒ Yes ☐ No(d) Is progress towards goals discussed with all Area personnel? ☒ Yes ☐ No

1 Who has been involved in the development of collision reduction plans? See Attached

b. Has an effective deployment plan been established and is it followed? ☒ Yes ☐ No

**AREA MANAGEMENT EVALUATION****COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

(1) Is deployment proportional to collision and congestion problems?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are officers' personal needs considered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are special events properly covered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are lieutenants and sergeants deployed based on needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the vacation schedule follow departmental policy and address the needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) What process is used when changes to the master vacation schedule are made?	See Attached	
(b) Are special duty officers scheduled separately?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
1 Who replaces vacationing special duty officers?	See Attached	
2 Are motorcycle officers scheduled separately?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>4. ENFORCEMENT</b>	EVALUATED Yes	ACTION REQUIRED None
a. Does enforcement activity address collision reduction and compliance with the law?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are statistics from collisions used to properly guide enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do CHP 215s, 281s, 267s, and 202Ds compare with activity listed on the CHP 415 and CHP 100?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do supervisors use matrix reports to audit enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>5. SERVICES</b>	EVALUATED Yes	ACTION REQUIRED None
a. Do Area personnel recognize the importance of their role in providing motorist and public services?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the commander properly emphasize the importance of service as outlined in GO 100.45?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are field personnel aware of beats having heavy service requirements?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do services rendered reflect good beat accountability?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Has Area established procedures for persons in need of assistance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Do CHP 415s indicate services are provided to disabled motorists?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are vehicles stored if left on the freeway over four hours?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are CHP 422s used in accordance with policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are all uniformed employees annually trained on GO 100.6, Special Relationships?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do employees complete the CHP 268 for incidents in which potential liability may be incurred?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>6. BEATS</b>	EVALUATED Yes	ACTION REQUIRED None
a. Does Area comply with GO 100.64, Beat Descriptions?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are beats organized in compliance with current policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Can collision causes and locations be effectively isolated and addressed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Is there effective communication between officers and supervisors relating to problems on various beats?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

**AREA MANAGEMENT EVALUATION****COLLISIONS, ENFORCEMENTS, AND SERVICES**

HP 453C (Rev. 5-06) OPI 009

(3) What methods are used to identify high collision locations on beats? A.I.S and SWITRS

b. Are beat descriptions current? ☒ Yes ☐ No(1) Are revisions made in accordance with time limitations listed in GO 100.64, Beat Descriptions? ☒ Yes ☐ No(2) Are beat guides, or similar devices, provided for officers to use in the field? ☒ Yes ☐ No(3) Are supervisors familiar with the beat structure? ☒ Yes ☐ Noc. Are beat instructions current? ☒ Yes ☐ No

(1) Are the following identified:

(a) Principle landmark locations? ☒ Yes ☐ No(b) Seasonal fluctuations in traffic flow? ☒ Yes ☐ No(c) High frequency collisions locations? ☒ Yes ☐ No(d) Primary collision factors? ☒ Yes ☐ No(e) Hazardous areas? ☒ Yes ☐ No(f) Recommended patrol procedures? ☒ Yes ☐ No**7. POST-ARREST PROCEDURES**

EVALUATED

Yes

ACTION REQUIRED

None

CORRECTED

N/A

a. Is prosecution sought whenever possible? ☒ Yes ☐ No(1) Do collision investigations adequately support prosecution? ☒ Yes ☐ No

(2) What is the percentage of arrests resulting from collision investigation? Percentage of arrests is 8.4% from 3/16/08 to 3/15/09.

(3) Are felony hit-and-run collisions adequately investigated? ☒ Yes ☐ No(a) Is information in the reports sufficient to result in the identification of the suspects and issuance of a criminal complaint? ☒ Yes ☐ Nob. Are owner's responsibility citations reviewed by supervisors to ensure the use of approved procedures? ☒ Yes ☐ Noc. Are officers competent in the use of chemical testing equipment, and are their forensic alcohol training records current? ☒ Yes ☐ No(1) Is there a system in place to monitor chemical test results in order to determine if additional training is needed? ☒ Yes ☐ No(2) Do arrest reports contain necessary documentation to support successful prosecution? ☒ Yes ☐ No(a) Do sergeants and officers know when to notify the district attorney during an investigation? ☒ Yes ☐ No

(3) When are a juvenile's parents notified during an arrest situation? See Attached

(a) Who is responsible for the notification? The Arresting Officer or On-Duty Supervisor is responsible for the notification.

(4) Are officers familiar with citizen's arrest procedure/policy? ☒ Yes ☐ No(5) Do all officers know how to operate PAS devices? ☒ Yes ☐ No

STATE OF CALIFORNIA  
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL  
**AREA MANAGEMENT EVALUATION**  
**COLLISIONS, ENFORCEMENTS, AND SERVICES**  
HP 453C (Rev. 5-06) OPI 009

(a) What system is used to monitor the security, accountability, and calibration of PAS devices? A PAS log is maintained for each PAS device. PAS logs contain calibration and sign-in sign-out information. PAS devices are assigned to individual officers and are secured in a locked cabinet when not in use.

d. Who reviews reports before submission to the district attorney's office? Shift Supervisors and the respective court case filing officer review reports prior to submitting them to the District Attorney's Office.

(1) What records are maintained on the number of arrests resulting in the successful filing of a criminal complaint? A log is maintained for all arrests which are filed with the court.

(2) Do the figures indicate a problem? ☐ Yes ☒ No

(3) Does the court officer have a good rapport with the district attorney's office? ☒ Yes ☐ No

(4) Does the Area commander have a good relationship with the district attorney? ☒ Yes ☐ No

(5) Is there adequate monitoring of the disposition of criminal cases? ☒ Yes ☐ No

e. Does a review of dismissal requests indicate an apparent problem? ☒ Yes ☐ No

**8. RADAR SPEED ENFORCEMENT**

EVALUATED  
Yes

ACTION REQUIRED  
None

CORRECTED  
N/A

a. Does Area follow the procedures in HPM 100.4, Radar Speed Enforcement Manual, in regards to radar speed enforcement? ☒ Yes ☐ No

b. Does the Radar Coordinator understand his/her duties and responsibilities as outlined in HPM 100.4, and is the Area in compliance with program requirements? ☒ Yes ☐ No

(1) Has all service been performed according to manufacturer's specifications? ☒ Yes ☐ No

(2) Have speedometers in patrol vehicles used for radar speed enforcement been calibrated by certified radar units other than those used for speed enforcement? ☒ Yes ☐ No

(3) Is internal calibration completed according to guidelines in HPM 100.4? ☒ Yes ☐ No

(a) Are officers recertified annually? ☒ Yes ☐ No

(4) Have radar coordinators received specialized training and is their training listed on ETRS? ☒ Yes ☐ No

(5) Are traffic and engineering surveys updated every five years? ☒ Yes ☐ No

(6) Does Area periodically check to ensure "Speed Checked by Radar" signs are in place where required? ☒ Yes ☐ No

c. Has an audit of the radar program been conducted at intervals of no longer than 24 months? ☒ Yes ☐ No

d. Are self-evaluations of the Area's radar program accomplished? ☒ Yes ☐ No

**9. DRIVING UNDER THE INFLUENCE  
ENFORCEMENT PROGRAMS**

EVALUATED  
Yes

ACTION REQUIRED  
None

CORRECTED  
N/A

a. Policies and Procedures

(1) Does Area personnel utilize approved FSTs? ☒ Yes ☐ No

(2) Does Area utilize additional FSTs at the request of the local district attorney? ☐ Yes ☒ No

(3) Do officers utilize CHP 202C, Influence Evaluation (Rolling Log)? ☐ Yes ☒ No

b. Are officers familiar with related codes relative to drug influence? ☒ Yes ☐ No



**AREA MANAGEMENT EVALUATION****COLLISIONS, ENFORCEMENTS, AND SERVICES**

HP 453C (Rev. 5-06) OPI 009

**c. Arrest Policies and Procedures**

- |   |   |                             |
|---|---|-----------------------------|
| (1) Are CHP 202s complete and comprehensive?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Are CHP 202s reviewed and initialed by a supervisor?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (3) Are CHP 735s, Incident Response Reimbursement Statement, completed according to policy?                                 | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (a) Are 735s completed and processed within 60 days of the conviction date?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (b) Are 735s accurate, and supported by the times recorded on the officer's CHP 415?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (4) Does Area have an SOP on Hospital Release of In-Custody Arrestees?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (5) Does Area utilize the cite and release program?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (6) Are Area personnel familiar with the 0.04 BAC law relative to commercial drivers?                                       | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (7) Are Area personnel familiar with the 24-hour commercial tie-up requirements?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (8) Are officers familiar with requirements of the zero BAC tolerance for drivers under the age of 21?                      | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (a) Does Area maintain a file for Administrative Per Se (DS 367) for zero tolerance violations?                             | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (b) Are officers familiar with the CHP 415 reporting of zero BAC tolerance violations?                                      | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (9) Are Area officers familiar with requirements in enforcing laws relative to drivers under 21 with a 0.05 BAC or greater? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (10) Does Area have a policy for enforcing laws relative to individuals with three prior DUIs?                              | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

**d. Does Area have policy for retention and preservation of blood and urine samples?**☒ Yes ☐ No

- |  |   |                             |
|--|---|-----------------------------|
| (1) Does Area utilize the Non-Consensual Chemical Testing (NCT) Program? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Does Area participate in the enhanced NCT Program?                   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

**e. Does Area have established local policy to ensure Administrative Per Se documentation is submitted to DMV within five business days of an arrest?**☒ Yes ☐ No**f. Does Area have an SOP on the use of PAS devices?**☒ Yes ☐ No

- |   |   |                             |
|---|---|-----------------------------|
| (1) Does Area ensure the maximum number are deployed on each shift?                                 | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Who is the Area PAS coordinator? The current PAS Coordinator is Officer Michelle Cross, #13347. |   |                             |
| (3) Does the PAS coordinator maintain the records for use and calibration?                          | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (4) Are PAS devices calibrated every 10 days or 150 tests, whichever occurs first?                  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (5) Does Area maintain records to ensure accountability for each device?                            | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

**g. Does the Area operate sobriety checkpoints?**☒ Yes ☐ No

- |   |   |                             |
|---|---|-----------------------------|
| (1) If so, does Area have a written plan for each location?     | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Are operational plans retained for two years, plus current? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (3) Does Area conduct checkpoints with other agencies?          | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (4) Is a supervisor assigned to each checkpoint?                | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (5) Are PAS devices available at checkpoints?                   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

**AREA MANAGEMENT EVALUATION****COLLISIONS, ENFORCEMENTS, AND SERVICES**

IP 453C (Rev. 5-06) OPI 009

(6) Is chemical testing available at the sobriety checkpoint location? ☐ Yes ☒ No(7) Is the media notified 48 hours in advance? ☒ Yes ☐ No(8) Are CHP 205s, Sobriety Checkpoint Activity Report, submitted to Division and the Research and Planning Section? ☒ Yes ☐ Noh. Does Area participate in the DUI Reporter's Reward Program? ☐ Yes ☒ No**10. OTHER SPECIAL ENFORCEMENT PROGRAMS**EVALUATED  
YesACTION REQUIRED  
NoneCORRECTED  
N/Aa. Is there an airplane speed enforcement program operating within the Area? ☒ Yes ☐ No

(1) If so, what is the extent of Area's involvement? See attached

(2) How are personnel selected? See Attached

(3) Is training provided? ☒ Yes ☐ No(4) Does the program have the support of the local district attorney and judges? ☒ Yes ☐ No(5) Is media reaction favorable? ☒ Yes ☐ Nob. Does the Area operate DUI checkpoints? ☒ Yes ☐ No(1) Does Area have a written plan? ☒ Yes ☐ No

(2) Are checkpoints solely with CHP personnel, or do other agencies participate? The Area occasionally conducts joint DUI checkpoints with Los Angeles County Sheriff's Department personnel.

(3) Does Area follow guidelines in HPM 70.4, Driving Under the Influence Enforcement Manual? ☒ Yes ☐ No(4) Is breath or chemical testing available at the checkpoint? ☐ Yes ☒ No(5) Is the media notified 48 hours in advance? ☒ Yes ☐ No(6) Has media reaction been favorable? ☒ Yes ☐ Noc. Does Area have personnel assigned to the Special Enforcement Unit (SEU)? ☒ Yes ☐ No

(1) What is the current mission of the unit? See Attached.

(2) How are members selected? Interested officers are required to submit a memorandum of interest and resume to be considered for the program. Members are selected by the COPS Sergeant and Team Coordinator (Lieutenant).

(3) Who supervises the unit? The Administrative Sergeant, J. Martinez, currently supervises the unit.

(4) Is the unit effective? ☒ Yes ☐ No

**AREA MANAGEMENT EVALUATION****COLLISIONS, ENFORCEMENTS, AND SERVICES**

HP 453C (Rev. 5-06) OPI 009

d. Does the Area have overtime enforcement programs?

☒ Yes☐ No

(1) If so, what are they? See Attached

(2) Is assignment of officers consistent with the terms of the Unit 5 contract?

☒ Yes☐ No

e. Are Reimbursable Services Contracts properly initiated and monitored?

☒ Yes☐ No

(1) Do overtime costs stay within the amount stipulated by the contract?

☒ Yes☐ No

**Department of California Highway Patrol**  
**AREA MANAGEMENT EVALUATION**  
 Chapter 3  
 ACCIDENTS, ENFORCEMENT, AND SERVICES

Area  
509

Division  
Southern

Number

Evaluated By : Sergeant S. McCarthy

Date  
02/20/2009

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed in the Summary Statement. The Summary Statement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Summary can be handwritten if desired.

Type of Evaluation

☐ Formal ☒ Informal

Suspense Date

Follow-up Required

☐ Yes ☒ No

☐ Correction Report

by \_\_\_\_\_

Commander's Review

Date

**1. HEADQUARTERS STATISTICAL REPORTS**

Evaluated

☒

Action Required

☐

Corrected

☐

a. Do supervisors utilize MIS and SWTRS reports?

☒ Yes ☐ No

b. Are statistical reports reviewed as necessary by supervisors?

☒ Yes ☐ No

(1) How is this information disseminated and filed for future use?

c. Are reports available for interested employees?

☒ Yes ☐ No

**2. LOCAL DATA**

Evaluated

☒

Action Required

☐

Corrected

☐

a. Are local statistics collected and data developed for Area operational needs?

☒ Yes ☐ No

(1) Are PCs utilized to record and store data?

☒ Yes ☐ No

b. How is data analyzed and presented to field personnel? Refer to summary.

(1) Are visual aids used?

☒ Yes ☐ No

**3. ACCIDENT REDUCTION**

Evaluated

☒

Action Required

☐

Corrected

☐

a. Does Area have written accident reduction plans?

☐ Yes ☒ No

(1) Are goals and objectives realistic and understandable?

☐ Yes ☐ No

(a) Are plans flexible and complete?

☐ Yes ☐ No

(2) Have the plans been successful?

☐ Yes ☐ No

(a) Has emphasis been placed in the correct areas?

☐ Yes ☐ No

(b) Is the Area commander familiar with results?

☐ Yes ☐ No

(c) Are supervisors familiar with Area plans and goals?

☐ Yes ☐ No

AREA MANAGEMENT EVALUATION  
Chapter 3  
ACCIDENTS, ENFORCEMENT, AND SERVICES

(d) Is progress towards goals discussed with all Area personnel?				<input type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Who has been involved in the development of accident reduction plans?					
b. Has an effective deployment plan been established and is it followed?				<input type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is deployment proportional to accident and congestion problems?				<input type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are officer's personal needs considered?				<input type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are special events properly covered?				<input type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are lieutenants and sergeants deployed based on needs of the Area?				<input type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the vacation schedule follow policy and address needs of Area?				<input type="checkbox"/> Yes	<input type="checkbox"/> No
(a) What process is used when changes to the master vacation schedule are made?					
(b) Are special duty officers scheduled separately?				<input type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Who replaces vacationing special duty officers?				Designated alternate officer	
(2) Are motorcycle officers scheduled separately?				<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>4. ENFORCEMENT</b>	Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/>	Corrected <input type="checkbox"/>		
a. Does activity address accident reduction and compliance with the law?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are statistics from accidents used to properly guide enforcement activity?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do CHP 215s, 281s, and 267s compare with activity listed on the CHP 100?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do supervisors use matrix reports to audit enforcement activity?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>5. SERVICES</b>	Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/>	Corrected <input type="checkbox"/>		
a. Do Area personnel recognize the importance of their role in providing motorist and public services?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the commander emphasize importance of service outlined in GO 100.45?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are field personnel aware of beats having heavy service requirements?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do services rendered reflect good beat accountability?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Has Area established procedures for females in need of assistance?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Do CHP 415s indicate services are provided to disabled motorists?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are vehicles stored if left on the freeway over four hours?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are CHP 422s used in accordance with policy?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are uniformed employees annually trained on GO 100.6, Special Relationships?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do employees comply with the directives given?				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

AREA MANAGEMENT EVALUATION  
Chapter 3  
ACCIDENTS, ENFORCEMENT, AND SERVICES

6. BEATS	Evaluated <input type="checkbox"/>	Action Required <input type="checkbox"/>	Corrected <input type="checkbox"/>
a. Does Area comply with GO 100.64?			<input type="checkbox"/> Yes <input type="checkbox"/> No
(1) Are beats organized in compliance with current policy?			<input type="checkbox"/> Yes <input type="checkbox"/> No
(a) Can accident causes and locations be effectively isolated and dealt with?			<input type="checkbox"/> Yes <input type="checkbox"/> No
(2) Is there effective communication between officers and supervisors relating to problems on various beats?			<input type="checkbox"/> Yes <input type="checkbox"/> No
(3) What methods are used to identify high accident locations on beats?			<input type="checkbox"/> Yes <input type="checkbox"/> No
b. Are beat descriptions current?			<input type="checkbox"/> Yes <input type="checkbox"/> No
(1) Are revisions made in accordance with time limitations listed in GO 100.64?			<input type="checkbox"/> Yes <input type="checkbox"/> No
(2) Are beat maps, or similar devices, provided for officers to use in the field?			<input type="checkbox"/> Yes <input type="checkbox"/> No
(3) Are supervisors familiar with the beat structure?			<input type="checkbox"/> Yes <input type="checkbox"/> No
c. Are beat instructions current?			<input type="checkbox"/> Yes <input type="checkbox"/> No
(1) Are the following identified:			
(a) Principle landmark locations?			<input type="checkbox"/> Yes <input type="checkbox"/> No
(b) Seasonal fluctuations in traffic flow?			<input type="checkbox"/> Yes <input type="checkbox"/> No
(c) High frequency accident locations?			<input type="checkbox"/> Yes <input type="checkbox"/> No
(d) Primary collision factors?			<input type="checkbox"/> Yes <input type="checkbox"/> No
(e) Hazardous areas?			<input type="checkbox"/> Yes <input type="checkbox"/> No
(f) Recommended patrol procedures?			<input type="checkbox"/> Yes <input type="checkbox"/> No
7. POST-ARREST PROCEDURES	Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/>	Corrected <input type="checkbox"/>
a. Is prosecution sought whenever possible?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Do accident investigations adequately support prosecution?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) What is the percentage of arrests resulting from accident investigation?			
(3) Are felony hit-and-run accidents adequately investigated?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(a) Is information in the reports sufficient to result in the identification of the suspects and issuance of a criminal complaint?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
b. Are Owner's Responsibility citations reviewed to ensure approved procedures?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
c. Are officers competent in the use of chemical testing equipment, and are their forensic alcohol training records current?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(1) Is there a system in place to monitor chemical tests results in order to determine if additional training is needed?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(2) Do arrest reports contain documentation to support successful prosecution?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

AREA MANAGEMENT EVALUATION  
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(a) Do sergeants and officers know when to notify the district attorney during a major investigation? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span>			
(3) When are a juvenile's parents notified during an arrest situation? Refer to summary.			
(a) Who is responsible for the notification?			
(4) Are officers familiar with citizen's arrest procedure/policy? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span>			
(5) Do all officers know how to operate PAS devices? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span>			
(a) What system is used to monitor the security, accountability, and calibration of PAS devices? At daily briefings PAS devices are checked out from a secured room. One designated officer is trained to calibrate PAS devices on a weekly basis.			
ISU does not physically maintain PAS devices.			
d. Who reviews reports before submission to the district attorney's Office? Shift sergeants.			
(1) What records are maintained on the number of arrests resulting in the successful filing of a criminal complaint?			
N/A.			
(2) Do the figures indicate a problem? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span>			
(3) Does the court officer have a good rapport with the district attorney's office? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span>			
(4) Does Area commander have a good relationship with the district attorney? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span>			
(5) Is there adequate monitoring of the disposition of criminal cases? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span>			
e. Does a review of the CHP 207 file indicate an apparent problem with the number of dismissal requests? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span>			
<b>8. RADAR SPEED ENFORCEMENT</b>	Evaluated <input type="checkbox"/>	Action Required <input type="checkbox"/>	Corrected <input type="checkbox"/>
a. Does Area follow the procedures in HPM 100.4 for radar speed enforcement? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>			
b. Does the Project Coordinator fully understand his/her duties and responsibilities as outlined in HPM 100.4, and is the Area in compliance with program requirements? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>			
(1) Has testing and maintenance been recorded on the CHP 99B? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>			
(a) Has service been performed according to manufacturer's specifications? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>			
(2) Have speedometers in patrol vehicles used for radar speed enforcement been calibrated by certified radar units other than those used for speed enforcement? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>			
(3) Is internal calibration completed by the guidelines in HPM 100.4, Chapter 4? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>			
(a) Are officers recertified annually? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>			
(4) Do officers have a CHP 195 in their personnel files, and is their training listed on their CHP 270? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>			
(5) Are traffic and engineering surveys updated every five years? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>			

AREA MANAGEMENT EVALUATION  
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(6) Does Area periodically check to ensure "Speed Checked by Radar" signs are in place where required?				<input type="checkbox"/> Yes <input type="checkbox"/> No
c. Are self-evaluations of the Area's radar program accomplished?				<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>9. DRIVING UNDER THE INFLUENCE ENFORCEMENT PROGRAMS</b>	Evaluated <input type="checkbox"/>	Action Required <input type="checkbox"/>	Corrected <input type="checkbox"/>	
a. Policies and Procedures				
(1) Does Area personnel utilize approved FSTs?				<input type="checkbox"/> Yes <input type="checkbox"/> No
(2) Does Area use additional FSTs at the request of the district attorney?				<input type="checkbox"/> Yes <input type="checkbox"/> No
No				
(3) Do officers utilize CHP 202C, Gaze Nystagmus Validation Record?				<input type="checkbox"/> Yes <input type="checkbox"/> No
b. Are officers familiar with related codes relative to drug influence?				<input type="checkbox"/> Yes <input type="checkbox"/> No
c. Arrest Policies and Procedures				
(1) Are CHP 202s, complete and comprehensive?				<input type="checkbox"/> Yes <input type="checkbox"/> No
(2) Are CHP 202s reviewed and initialed by a supervisor?				<input type="checkbox"/> Yes <input type="checkbox"/> No
(3) Are CHP 735s, DUI Cost Recovery Report, completed according to policy?				<input type="checkbox"/> Yes <input type="checkbox"/> No
(a) Are 735s completed and processed within 60 days of conviction date?				<input type="checkbox"/> Yes <input type="checkbox"/> No
(b) Are 735s accurate, and supported by the times recorded on the officer's CHP 415?				<input type="checkbox"/> Yes <input type="checkbox"/> No
(4) Does Area have an SOP on Hospital Release of In-Custody Arrestees?				<input type="checkbox"/> Yes <input type="checkbox"/> No
(5) Does Area utilize the cite and release program?				<input type="checkbox"/> Yes <input type="checkbox"/> No
(6) Are Area personnel familiar with the 0.04 BAC law for commercial drivers?				<input type="checkbox"/> Yes <input type="checkbox"/> No
(7) Are personnel familiar with the 24-hour commercial tie-up requirements?				<input type="checkbox"/> Yes <input type="checkbox"/> No
(8) Are officers familiar with requirements of the zero BAC tolerance for drivers under the age of 21?				<input type="checkbox"/> Yes <input type="checkbox"/> No
(a) Does Area maintain a file for Administrative Per Se ((DS 367) for zero tolerance violations?				<input type="checkbox"/> Yes <input type="checkbox"/> No
(b) Are officers familiar with CHP 415 reporting of zero BAC tolerance violations?				<input type="checkbox"/> Yes <input type="checkbox"/> No
(9) Are Area officers familiar with requirements in enforcing 23140 CVC, under 21 with a 0.05 BAC or greater?				<input type="checkbox"/> Yes <input type="checkbox"/> No
(10) Does Area have a policy for enforcing 23175 CVC, DUI with three priors?				<input type="checkbox"/> Yes <input type="checkbox"/> No
d. Does Area have policy for retention/preservation of blood and urine samples?				<input type="checkbox"/> Yes <input type="checkbox"/> No
(1) Does Area utilize the Non-Consensual Chemical Testing (NCT) Program?				<input type="checkbox"/> Yes <input type="checkbox"/> No
(2) Does Area participate in the enhanced NCT Program?				<input type="checkbox"/> Yes <input type="checkbox"/> No
e. Does Area have established local policy to ensure Administrative Per Se documentation is submitted to DMV within five business days of an arrest?				<input type="checkbox"/> Yes <input type="checkbox"/> No



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f. Does Area have an SOP on the use of PAS devices?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Does Area ensure the maximum number are deployed on each shift?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Who is the Area PAS coordinator?     Officer Jeff Will			
(3) Does the PAS coordinator maintain the records for use and calibration?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
(4) PAS devices calibrated every 10 days/150 tests, whichever occurs first?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
(5) Does Area maintain records to ensure accountability for each device?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
g. Does the Area operate sobriety checkpoints?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) If so, does Area have a written plan for each location?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Are operational plans retained for two years, plus current?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
(3) Does Area conduct checkpoints with other agencies?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
(4) Is a supervisor assigned to each checkpoint?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
(5) Are PAS devices available at checkpoints?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
(6) Is chemical testing available at the sobriety checkpoint location?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
(7) Is the media notified 48 hours in advance?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
(8) Are CHP 205, Sobriety Checkpoint Activity Reports, submitted to Division and the Office of Research and Planning?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
h. Does Area participate in the DUI Reporters Reward Program?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<b>10. OTHER SPECIAL ENFORCEMENT PROGRAMS</b>	Evaluated <input checked="" type="checkbox"/>	Action Required <input type="checkbox"/>	Corrected <input type="checkbox"/>
a. Is there an airplane speed enforcement program operating within the Area?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
(1) If so, what is the extent of Area's involvement?	N/A		
(2) How are personnel selected?	N/A		
(3) Is training provided?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
(4) Does the program have the support of the district attorney and judges?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
(5) Is media reaction favorable?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
b. Does the Area operate DUI checkpoints?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
(1) Does Area have a written plan?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Are checkpoints solely with CHP personnel, or do other agencies participate?			

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(3) Does Area follow guidelines in HPM 100.8?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is breath or chemical testing available at the checkpoint?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Is the media notified 48 hours in advance?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Has media reaction been favorable?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
c. Does Area have personnel assigned to SEU?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) What is the current mission of the unit?	Refer to narrative.	
(2) How are members selected?	Refer to narrative.	
(3) Who supervises the unit?	Refer to narrative.	
(4) Is the unit effective?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
d. Does the Area have overtime enforcement programs?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) If so, what are they?	Refer to narrative.	
Statewide Enforcement and Education Operations Targeting DUI .		
(2) Is assignment of officers consistent with the terms of the Unit 5 contract?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Are Reimbursable Services Contracts properly initiated and monitored?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do overtime costs stay within the amount stipulated by the contract?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

**COMMENTS**


## AREA MANAGEMENT EVALUATION

## COLLISIONS, ENFORCEMENTS, AND SERVICES

CHP 453C (Rev. 5-06) OPI 009

AREA East Los Angeles	DIVISION Southern	NUMBER 535
EVALUATED BY Sgt. Joslin		DATE 03/31/09

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input type="checkbox"/> Formal Evaluation <input checked="" type="checkbox"/> Informal Evaluation		SUSPENSE DATE
FOLLOW-UP REQUIRED <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Correction Report BY	COMMANDER'S REVIEW  DATE 03-31-09

## 1. HEADQUARTERS STATISTICAL REPORTS

EVALUATED X	ACTION REQUIRED None	CORRECTED
----------------	-------------------------	-----------

a. Do supervisors utilize MIS and SWITRS reports? ☒ Yes ☐ No

b. Are statistical reports reviewed as necessary by supervisors? ☒ Yes ☐ No

(1) How is the information disseminated and filed for future use? Reports are discussed by Area management and supervisors at Area staff meetings.

c. Are reports available for interested employees? ☒ Yes ☐ No

## 2. LOCAL DATA

EVALUATED X	ACTION REQUIRED None	CORRECTED
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a. Are local statistics collected and data developed for Area operational needs? ☒ Yes ☐ No

(1) Are PCs utilized to record and store data? ☒ Yes ☐ No

b. How is data analyzed and presented to field personnel? Sergeants discuss Program 10 Statistics and Area operational needs during briefings and annual reviews.

(1) Are visual aids used? ☒ Yes ☐ No

## 3. COLLISION REDUCTION

EVALUATED X	ACTION REQUIRED None	CORRECTED
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a. Does Area have written collision reduction plans? ☒ Yes ☐ No

(1) Are goals and objectives realistic and understandable? ☒ Yes ☐ No

(a) Are plans flexible and complete? ☒ Yes ☐ No

(2) Have the plans been successful? ☒ Yes ☐ No

(a) Has emphasis been placed in the correct areas? ☒ Yes ☐ No

(b) Is the Area commander familiar with results? ☒ Yes ☐ No

(c) Are supervisors familiar with Area plans and goals? ☒ Yes ☐ No

(d) Is progress towards goals discussed with all Area personnel? ☒ Yes ☐ No

1. Who has been involved in the development of collision reduction plans? Sergeant J. P. Hannum, #16163 (through the Area's Strategic Plan)

b. Has an effective deployment plan been established and is it followed? ☒ Yes ☐ No

(1) Is deployment proportional to collision and congestion problems?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are officers' personal needs considered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are special events properly covered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are lieutenants and sergeants deployed based on needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the vacation schedule follow departmental policy and address the needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) What process is used when changes to the master vacation schedule are made? Officers submit a memorandum, through channels, to request change/addition to the master vacation schedule. Once approved by management, the change is made.		
(b) Are special duty officers scheduled separately?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
1 Who replaces vacationing special duty officers? Other officers within special duty.		
2. Are motorcycle officers scheduled separately?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>4. ENFORCEMENT</b>	<b>EVALUATED</b> X	<b>ACTION REQUIRED</b> None
a. Does enforcement activity address collision reduction and compliance with the law?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are statistics from collisions used to properly guide enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do CHP 215s, 281s, 267s, and 202Ds compare with activity listed on the CHP 415 and CHP 100?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do supervisors use matrix reports to audit enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>5. SERVICES</b>	<b>EVALUATED</b> X	<b>ACTION REQUIRED</b> None
a. Do Area personnel recognize the importance of their role in providing motorist and public services?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the commander properly emphasize the importance of service as outlined in GO 100.45?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are field personnel aware of beats having heavy service requirements?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do services rendered reflect good beat accountability?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Has Area established procedures for persons in need of assistance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Do CHP 415s indicate services are provided to disabled motorists?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are vehicles stored if left on the freeway over four hours?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are CHP 422s used in accordance with policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are all uniformed employees annually trained on GO 100.6, Special Relationships?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do employees complete the CHP 268 for incidents in which potential liability may be incurred?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>6. BEATS</b>	<b>EVALUATED</b> X	<b>ACTION REQUIRED</b> None
a. Does Area comply with GO 100.64, Beat Descriptions?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are beats organized in compliance with current policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Can collision causes and locations be effectively isolated and addressed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Is there effective communication between officers and supervisors relating to problems on various beats?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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(3) What methods are used to identify high collision locations on beats? Refer to attached Supplemental.

b. Are beat descriptions current?

☒ Yes ☐ No

(1) Are revisions made in accordance with time limitations listed in GO 100.64, Beat Descriptions?

☒ Yes ☐ No

(2) Are beat guides, or similar devices, provided for officers to use in the field?

☒ Yes ☐ No

(3) Are supervisors familiar with the beat structure?

☒ Yes ☐ No

c. Are beat instructions current?

☒ Yes ☐ No

(1) Are the following identified:

(a) Principle landmark locations?

☐ Yes ☒ No

(b) Seasonal fluctuations in traffic flow?

☐ Yes ☒ No

(c) High frequency collisions locations?

☐ Yes ☒ No

(d) Primary collision factors?

☐ Yes ☒ No

(e) Hazardous areas?

☐ Yes ☒ No

(f) Recommended patrol procedures?

☐ Yes ☒ No

**7. POST-ARREST PROCEDURES**

EVALUATED

X

ACTION REQUIRED

None

CORRECTED

a. Is prosecution sought whenever possible?

☒ Yes ☐ No

(1) Do collision investigations adequately support prosecution?

☒ Yes ☐ No

(2) What is the percentage of arrests resulting from collision investigation? Approximately 10%

(3) Are felony hit-and-run collisions adequately investigated?

☒ Yes ☐ No

(a) Is information in the reports sufficient to result in the identification of the suspects and issuance of a criminal complaint?

☒ Yes ☐ No

b. Are owner's responsibility citations reviewed by supervisors to ensure the use of approved procedures?

☐ Yes ☒ No

c. Are officers competent in the use of chemical testing equipment, and are their forensic alcohol training records current?

☒ Yes ☐ No

(1) Is there a system in place to monitor chemical test results in order to determine if additional training is needed?

☐ Yes ☒ No

(2) Do arrest reports contain necessary documentation to support successful prosecution?

☒ Yes ☐ No

(a) Do sergeants and officers know when to notify the district attorney during an investigation?

☒ Yes ☐ No

(3) When are a juvenile's parents notified during an arrest situation? Parental notification is made immediately, as practicable, after an arrest.

(a) Who is responsible for the notification? The officer making the arrest.

(4) Are officers familiar with citizen's arrest procedure/policy?

☒ Yes ☐ No

(5) Do all officers know how to operate PAS devices?

☒ Yes ☐ No

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(a) What system is used to monitor the security, accountability, and calibration of PAS devices? Each officer is assigned an individual PAS device, for which they sign a memorandum. The devices are calibrated every Tuesday by the PAS Coordinator and a supervisor is notified if a device is not available for calibration.

d. Who reviews reports before submission to the district attorney's office? Sergeants, the Court Filing Officer and the Accident Investigation Review Officer (as necessary).

(1) What records are maintained on the number of arrests resulting in the successful filing of a criminal complaint? All arrests are entered in AIS, along with filing status (filed/rejected); separate written logs are also maintained by the Court Filing Officers.

(2) Do the figures indicate a problem? ☐ Yes ☒ No

(3) Does the court officer have a good rapport with the district attorney's office? ☒ Yes ☐ No

(4) Does the Area commander have a good relationship with the district attorney? ☒ Yes ☐ No

(5) Is there adequate monitoring of the disposition of criminal cases? ☒ Yes ☐ No

e. Does a review of dismissal requests indicate an apparent problem? ☐ Yes ☒ No

**8. RADAR SPEED ENFORCEMENT**

EVALUATED  
X

ACTION REQUIRED  
None

CORRECTED

a. Does Area follow the procedures in HPM 100.4, Radar Speed Enforcement Manual, in regards to radar speed enforcement? ☒ Yes ☐ No

b. Does the Radar Coordinator understand his/her duties and responsibilities as outlined in HPM 100.4, and is the Area in compliance with program requirements? ☒ Yes ☐ No

(1) Has all service been performed according to manufacturer's specifications? ☒ Yes ☐ No

(2) Have speedometers in patrol vehicles used for radar speed enforcement been calibrated by certified radar units other than those used for speed enforcement? ☒ Yes ☐ No

(3) Is internal calibration completed according to guidelines in HPM 100.4? ☒ Yes ☐ No

(a) Are officers recertified annually? ☒ Yes ☐ No

(4) Have radar coordinators received specialized training and is their training listed on ETRS? ☒ Yes ☐ No

(5) Are traffic and engineering surveys updated every five years? ☒ Yes ☐ No

(6) Does Area periodically check to ensure "Speed Checked by Radar" signs are in place where required? ☒ Yes ☐ No

c. Has an audit of the radar program been conducted at intervals of no longer than 24 months? ☒ Yes ☐ No

d. Are self-evaluations of the Area's radar program accomplished? ☒ Yes ☐ No

**9. DRIVING UNDER THE INFLUENCE  
ENFORCEMENT PROGRAMS**

EVALUATED  
X

ACTION REQUIRED  
None

CORRECTED

a. Policies and Procedures

(1) Does Area personnel utilize approved FSTs? ☒ Yes ☐ No

(2) Does Area utilize additional FSTs at the request of the local district attorney? ☐ Yes ☒ No

(3) Do officers utilize CHP 202C, Influence Evaluation (Rolling Log)? ☒ Yes ☐ No

b. Are officers familiar with related codes relative to drug influence? ☒ Yes ☐ No

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**c. Arrest Policies and Procedures**(1) Are CHP 202s complete and comprehensive? ☒ Yes ☐ No(2) Are CHP 202s reviewed and initialed by a supervisor? ☒ Yes ☐ No(3) Are CHP 735s, Incident Response Reimbursement Statement, completed according to policy? ☒ Yes ☐ No(a) Are 735s completed and processed within 60 days of the conviction date? ☒ Yes ☐ No(b) Are 735s accurate, and supported by the times recorded on the officer's CHP 415? ☒ Yes ☐ No(4) Does Area have an SOP on Hospital Release of In-Custody Arrestees? ☒ Yes ☐ No(5) Does Area utilize the cite and release program? ☒ Yes ☐ No(6) Are Area personnel familiar with the 0.04 BAC law relative to commercial drivers? ☒ Yes ☐ No(7) Are Area personnel familiar with the 24-hour commercial tie-up requirements? ☐ Yes ☒ No(8) Are officers familiar with requirements of the zero BAC tolerance for drivers under the age of 21? ☒ Yes ☐ No(a) Does Area maintain a file for Administrative Per Se (DS 367) for zero tolerance violations? ☐ Yes ☒ No(b) Are officers familiar with the CHP 415 reporting of zero BAC tolerance violations? ☐ Yes ☒ No(9) Are Area officers familiar with requirements in enforcing laws relative to drivers under 21 with a 0.05 BAC or greater? ☒ Yes ☐ No(10) Does Area have a policy for enforcing laws relative to individuals with three prior DUIs? ☐ Yes ☒ No**d. Does Area have policy for retention and preservation of blood and urine samples?** ☒ Yes ☐ No(1) Does Area utilize the Non-Consensual Chemical Testing (NCT) Program? ☐ Yes ☒ No(2) Does Area participate in the enhanced NCT Program? ☐ Yes ☒ No**e. Does Area have established local policy to ensure Administrative Per Se documentation is submitted to DMV within five business days of an arrest?** ☒ Yes ☐ No**f. Does Area have an SOP on the use of PAS devices?** ☒ Yes ☐ No(1) Does Area ensure the maximum number are deployed on each shift? ☒ Yes ☐ No

(2) Who is the Area PAS coordinator? Officer Robert Gomez, #10534.

(3) Does the PAS coordinator maintain the records for use and calibration? ☒ Yes ☐ No(4) Are PAS devices calibrated every 10 days or 150 tests, whichever occurs first? ☒ Yes ☐ No(5) Does Area maintain records to ensure accountability for each device? ☒ Yes ☐ No**g. Does the Area operate sobriety checkpoints?** ☒ Yes ☐ No(1) If so, does Area have a written plan for each location? ☒ Yes ☐ No(2) Are operational plans retained for two years, plus current? ☒ Yes ☐ No(3) Does Area conduct checkpoints with other agencies? ☒ Yes ☐ No(4) Is a supervisor assigned to each checkpoint? ☒ Yes ☐ No(5) Are PAS devices available at checkpoints? ☒ Yes ☐ No

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(6) Is chemical testing available at the sobriety checkpoint location?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Is the media notified 48 hours in advance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Are CHP 205s, Sobriety Checkpoint Activity Report, submitted to Division and the Research and Planning Section?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
h. Does Area participate in the DUI Reporter's Reward Program?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

<b>10. OTHER SPECIAL ENFORCEMENT PROGRAMS</b>	EVALUATED X	ACTION REQUIRED None	CORRECTED
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a. Is there an airplane speed enforcement program operating within the Area?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) If so, what is the extent of Area's involvement?		

(2) How are personnel selected?		
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(3) Is training provided?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Does the program have the support of the local district attorney and judges?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Is media reaction favorable?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

b. Does the Area operate DUI checkpoints?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does Area have a written plan?		
(2) Are checkpoints solely with CHP personnel, or do other agencies participate? The Area has previously participated in checkpoints with Los Angeles County Sheriff's Department, however, there have been no dual agency checkpoints this year.		

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(3) Does Area follow guidelines in HPM 70.4, Driving Under the Influence Enforcement Manual?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is breath or chemical testing available at the checkpoint?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Is the media notified 48 hours in advance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Has media reaction been favorable?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

c. Does Area have personnel assigned to the Special Enforcement Unit (SEU)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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(1) What is the current mission of the unit? COPS team focuses on enforcement in school zones, high collision locations and areas related to traffic complaints. They seek to ensure the overall safety, service and security of motorists and community members.		
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(2) How are members selected? Selection is based upon ability, interest and Area needs. Currently there are 3 officers assigned to COPS.		
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(3) Who supervises the unit? Sergeant Jerry Espinoza, #12107		
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(4) Is the unit effective?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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**AREA MANAGEMENT EVALUATION****COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

d. Does the Area have overtime enforcement programs?

☒ Yes☐ No

(1) If so, what are they? County Roads, HOV, Pedestrian Safety, Seatbelt, Motorcycle, and Freeway Enforcement.

(2) Is assignment of officers consistent with the terms of the Unit 5 contract?

☒ Yes☐ No

e. Are Reimbursable Services Contracts properly initiated and monitored?

☒ Yes☐ No

(1) Do overtime costs stay within the amount stipulated by the contract?

☒ Yes☐ No

STATE OF CALIFORNIA  
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL  
**AREA MANAGEMENT EVALUATION SUPPLEMENT**  
CHP 454 (Rev. 5-06) OPI 009

SUBJECT: CHP 453C Area Management Evaluation - Collisions, Enforcement and Services

DATE: 3/31/09

SECTIONS	COMMENTS
6.a - Beats	Sergeants and Officers routinely discuss problems and high collision locations relative to beats; Beat assignments are adjusted as needed to address the specific Area needs. Maps are posted in the hallways to identify locations of previous fatality related collisions.
6.c - Beats	The Area Beat Guide does not include landmark locations, seasonal fluctuations in traffic flow, high frequency collision locations, PCP's, hazardous areas, or recommended patrol procedures. However, all of these subjects are routinely discussed during briefings and FTO's discuss with their trainees.
7.b - Post-Arrest Procedures	Owner's Responsibility citations are turned in to the shift basket and routed to clerical for processing Field Sergeants will review 215's for general thoroughness.
7.e.1 - Post-Arrest Procedures: Chemical Testing	Supervisors regularly review arrest reports and the attached Breath Test Results. All officers are trained in the use of the breath machines before being allowed to utilize them.
8.b.4 - RADAR Coordinator Training	The RADAR Coordinator has not had the opportunity to attend RADAR Coordinator training or RADAR Instructor training, as the Academy has not offered such training within the last year. He has attended a 2 hr. RADAR Class which was hosted by Southern Division, along with the recent annual recertification class.
9.a.2 - DUI Enforcement Programs	The local district attorney's have not made special requests for additional/different FST's, other than those already utilized by Area personnel.
9.e.7 - DUI Arrest Policies and Procedures	The Area has two officers primarily assigned to commercial enforcement. They are familiar with the 24 hr out-of-service requirements, however, some field personnel were found to have limited familiarity with commercial enforcement, including the 24 hr out-of-service requirements.
9.e.8.a - DUI Zero Tolerance	A separate file for Admin. Per Se for zero tolerance violations is not maintained, however, the DS 367 copy is maintained in a file with the original arrest report.
9.e.8.b - DUI Zero Tolerance	Officers are not familiar with any CHP 415 reporting procedures for zero BAC tolerance violations. All DUI arrests are recorded on the CHP 415 and a DS 367 form is completed and submitted to the DMV, as required.
9.e.10 - DUI priors	The Area does not have a written policy for enforcing laws relative to individuals with three prior DUP's, however, felony charges are recommended in the arrest reports when filed.

## AREA MANAGEMENT EVALUATION

## COLLISIONS, ENFORCEMENTS, AND SERVICES

CHP 453C (Rev. 5-06) OPI 009

AREA	DIVISION	NUMBER
Central Los Angeles	Southern	590
EVALUATED BY	DATE	
Sergeant R. Diggins, #14275	03/25/2009	

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input type="checkbox"/> Formal Evaluation <input checked="" type="checkbox"/> Informal Evaluation		SUSPENSE DATE	
FOLLOW-UP REQUIRED <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		<input type="checkbox"/> Correction Report	DATE
BY		COMMANDER'S REVIEW	
1. HEADQUARTERS STATISTICAL REPORTS		EVALUATED Yes	ACTION REQUIRED No CORRECTED N/A

a. Do supervisors utilize MIS and SWITRS reports?

☒ Yes ☐ No

b. Are statistical reports reviewed as necessary by supervisors?

☒ Yes ☐ No

(1) How is the information disseminated and filed for future use? Program 10 reports are disseminated to Area management and supervisors for monthly, quarterly and annual review. The reports are filed for future use.

c. Are reports available for interested employees?

☒ Yes ☐ No

2. LOCAL DATA	EVALUATED Yes	ACTION REQUIRED No	CORRECTED N/A
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a. Are local statistics collected and data developed for Area operational needs?

☒ Yes ☐ No

(1) Are PCs utilized to record and store data?

☒ Yes ☐ No

b. How is data analyzed and presented to field personnel? Data is analyzed by management and disseminated by shift supervisors during shift briefings and area training days.

(1) Are visual aids used?

☒ Yes ☐ No

3. COLLISION REDUCTION	EVALUATED Yes	ACTION REQUIRED No	CORRECTED N/A
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a. Does Area have written collision reduction plans?

☒ Yes ☐ No

(1) Are goals and objectives realistic and understandable?

☒ Yes ☐ No

(a) Are plans flexible and complete?

☒ Yes ☐ No

(2) Have the plans been successful?

☒ Yes ☐ No

(a) Has emphasis been placed in the correct areas?

☒ Yes ☐ No

(b) Is the Area commander familiar with results?

☒ Yes ☐ No

(c) Are supervisors familiar with Area plans and goals?

☒ Yes ☐ No

(d) Is progress towards goals discussed with all Area personnel?

☒ Yes ☐ No

1 Who has been involved in the development of collision reduction plans? Area management sets the goals and objectives that are disseminated to personnel by supervision during briefings and Area training days.

b. Has an effective deployment plan been established and is it followed?

☒ Yes ☐ No

## AREA MANAGEMENT EVALUATION

## COLLISIONS, ENFORCEMENTS, AND SERVICES

CHP 453C (Rev. 5-06) OPI 009

(1) Is deployment proportional to collision and congestion problems?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are officers' personal needs considered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are special events properly covered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are lieutenants and sergeants deployed based on needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the vacation schedule follow departmental policy and address the needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) What process is used when changes to the master vacation schedule are made?	Supervisory and/or management notification and approval.	
(b) Are special duty officers scheduled separately?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
1 Who replaces vacationing special duty officers? Special duty officers are cross-trained to assist with absences.		
2. Are motorcycle officers scheduled separately?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

## 4. ENFORCEMENT

	EVALUATED Yes	ACTION REQUIRED No	CORRECTED N/A
a. Does enforcement activity address collision reduction and compliance with the law?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Are statistics from collisions used to properly guide enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Do CHP 215s, 281s, 267s, and 202Ds compare with activity listed on the CHP 415 and CHP 100?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Do supervisors use matrix reports to audit enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

## 5. SERVICES

	EVALUATED Yes	ACTION REQUIRED No	CORRECTED N/A
a. Do Area personnel recognize the importance of their role in providing motorist and public services?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
b. Does the commander properly emphasize the importance of service as outlined in GO 100.45?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Are field personnel aware of beats having heavy service requirements?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Do services rendered reflect good beat accountability?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(3) Has Area established procedures for persons in need of assistance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
c. Do CHP 415s indicate services are provided to disabled motorists?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Are vehicles stored if left on the freeway over four hours?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Are CHP 422s used in accordance with policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
d. Are all uniformed employees annually trained on GO 100.6, Special Relationships?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Do employees complete the CHP 268 for incidents in which potential liability may be incurred?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

## 6. BEATS

	EVALUATED Yes	ACTION REQUIRED No	CORRECTED N/A
a. Does Area comply with GO 100.64, Beat Descriptions?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Are beats organized in compliance with current policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Can collision causes and locations be effectively isolated and addressed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Is there effective communication between officers and supervisors relating to problems on various beats?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

STATE OF CALIFORNIA  
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**AREA MANAGEMENT EVALUATION**  
**COLLISIONS, ENFORCEMENTS, AND SERVICES**  
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(3) What methods are used to identify high collision locations on beats? High collision areas are identified through the A/I review process and also with MIS, Matrix and SWITRS statistics. Officers also provide input to supervisors when identified.

b. Are beat descriptions current? ☒ Yes ☐ No

(1) Are revisions made in accordance with time limitations listed in GO 100.64, Beat Descriptions? ☒ Yes ☐ No

(2) Are beat guides, or similar devices, provided for officers to use in the field? ☒ Yes ☐ No

(3) Are supervisors familiar with the beat structure? ☒ Yes ☐ No

c. Are beat instructions current? ☒ Yes ☐ No

(1) Are the following identified:

(a) Principle landmark locations? ☒ Yes ☐ No

(b) Seasonal fluctuations in traffic flow? ☒ Yes ☐ No

(c) High frequency collisions locations? ☒ Yes ☐ No

(d) Primary collision factors? ☒ Yes ☐ No

(e) Hazardous areas? ☒ Yes ☐ No

(f) Recommended patrol procedures? ☒ Yes ☐ No

**7. POST-ARREST PROCEDURES**

EVALUATED  
Yes

ACTION REQUIRED  
No

CORRECTED  
N/A

a. Is prosecution sought whenever possible? ☒ Yes ☐ No

(1) Do collision investigations adequately support prosecution? ☒ Yes ☐ No

(2) What is the percentage of arrests resulting from collision investigation? 5.3%

(3) Are felony hit-and-run collisions adequately investigated? ☒ Yes ☐ No

(a) Is information in the reports sufficient to result in the identification of the suspects and issuance of a criminal complaint? ☒ Yes ☐ No

b. Are owner's responsibility citations reviewed by supervisors to ensure the use of approved procedures? ☒ Yes ☐ No

c. Are officers competent in the use of chemical testing equipment, and are their forensic alcohol training records current? ☒ Yes ☐ No

(1) Is there a system in place to monitor chemical test results in order to determine if additional training is needed? ☒ Yes ☐ No

(2) Do arrest reports contain necessary documentation to support successful prosecution? ☒ Yes ☐ No

(a) Do sergeants and officers know when to notify the district attorney during an investigation? ☒ Yes ☐ No

(3) When are a juvenile's parents notified during an arrest situation? Within 6 hours of the arrest.

(a) Who is responsible for the notification? Arresting officer and/or immediate shift supervisor.

(4) Are officers familiar with citizen's arrest procedure/policy? ☒ Yes ☐ No

(5) Do all officers know how to operate PAS devices? ☒ Yes ☐ No

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(a) What system is used to monitor the security, accountability, and calibration of PAS devices? The Area Evidence Officer

oversees all security, accountability and calibration of PAS devices.

d. Who reviews reports before submission to the district attorney's office? Area supervisors and the Area Court Filing Officer.

(1) What records are maintained on the number of arrests resulting in the successful filing of a criminal complaint? The Area Court

Filing Officer maintains all statistical arrest and court data within the AIS system.

(2) Do the figures indicate a problem? ☐ Yes ☒ No

(3) Does the court officer have a good rapport with the district attorney's office? ☒ Yes ☐ No

(4) Does the Area commander have a good relationship with the district attorney? ☒ Yes ☐ No

(5) Is there adequate monitoring of the disposition of criminal cases? ☒ Yes ☐ No

e. Does a review of dismissal requests indicate an apparent problem? ☐ Yes ☒ No

**8. RADAR SPEED ENFORCEMENT**

EVALUATED  
Yes

ACTION REQUIRED  
No

CORRECTED  
N/A

a. Does Area follow the procedures in HPM 100.4, Radar Speed Enforcement Manual, in regards to radar speed enforcement? ☒ Yes ☐ No

b. Does the Radar Coordinator understand his/her duties and responsibilities as outlined in HPM 100.4, and is the Area in compliance with program requirements? ☒ Yes ☐ No

(1) Has all service been performed according to manufacturer's specifications? ☒ Yes ☐ No

(2) Have speedometers in patrol vehicles used for radar speed enforcement been calibrated by certified radar units other than those used for speed enforcement? ☒ Yes ☐ No

(3) Is internal calibration completed according to guidelines in HPM 100.4? ☒ Yes ☐ No

(a) Are officers recertified annually? ☒ Yes ☐ No

(4) Have radar coordinators received specialized training and is their training listed on ETRS? ☒ Yes ☐ No

(5) Are traffic and engineering surveys updated every five years? ☒ Yes ☐ No

(6) Does Area periodically check to ensure "Speed Checked by Radar" signs are in place where required? ☒ Yes ☐ No

c. Has an audit of the radar program been conducted at intervals of no longer than 24 months? ☒ Yes ☐ No

d. Are self-evaluations of the Area's radar program accomplished? ☒ Yes ☐ No

**9. DRIVING UNDER THE INFLUENCE  
ENFORCEMENT PROGRAMS**

EVALUATED  
Yes

ACTION REQUIRED  
No

CORRECTED  
N/A

**a. Policies and Procedures**

(1) Does Area personnel utilize approved FSTs? ☒ Yes ☐ No

(2) Does Area utilize additional FSTs at the request of the local district attorney? ☐ Yes ☒ No

(3) Do officers utilize CHP 202C, Influence Evaluation (Rolling Log)? ☒ Yes ☐ No

b. Are officers familiar with related codes relative to drug influence? ☒ Yes ☐ No

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**COLLISIONS, ENFORCEMENTS, AND SERVICES**  
CHP 453C (Rev. 5-06) OPI 009

c. Arrest Policies and Procedures

- |   |   |                             |
|---|---|-----------------------------|
| (1) Are CHP 202s complete and comprehensive?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Are CHP 202s reviewed and initialed by a supervisor?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (3) Are CHP 735s, Incident Response Reimbursement Statement, completed according to policy?                                 | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (a) Are 735s completed and processed within 60 days of the conviction date?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (b) Are 735s accurate, and supported by the times recorded on the officer's CHP 415?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (4) Does Area have an SOP on Hospital Release of In-Custody Arrestees?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (5) Does Area utilize the cite and release program?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (6) Are Area personnel familiar with the 0.04 BAC law relative to commercial drivers?                                       | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (7) Are Area personnel familiar with the 24-hour commercial tie-up requirements?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (8) Are officers familiar with requirements of the zero BAC tolerance for drivers under the age of 21?                      | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (a) Does Area maintain a file for Administrative Per Se (DS 367) for zero tolerance violations?                             | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (b) Are officers familiar with the CHP 415 reporting of zero BAC tolerance violations?                                      | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (9) Are Area officers familiar with requirements in enforcing laws relative to drivers under 21 with a 0.05 BAC or greater? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (10) Does Area have a policy for enforcing laws relative to individuals with three prior DUIs?                              | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

d. Does Area have policy for retention and preservation of blood and urine samples?

- |  |                              |  |
|--|------------------------------|--|
| (1) Does Area utilize the Non-Consensual Chemical Testing (NCT) Program? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| (2) Does Area participate in the enhanced NCT Program?                   | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

e. Does Area have established local policy to ensure Administrative Per Se documentation is submitted to DMV within five business days of an arrest?

☒ Yes ☐ No

f. Does Area have an SOP on the use of PAS devices?

☒ Yes ☐ No

- |  |   |                             |
|--|---|-----------------------------|
| (1) Does Area ensure the maximum number are deployed on each shift?                | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Who is the Area PAS coordinator? Officer Moises Manroquin, #15120              |   |                             |
| (3) Does the PAS coordinator maintain the records for use and calibration?         | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (4) Are PAS devices calibrated every 10 days or 150 tests, whichever occurs first? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (5) Does Area maintain records to ensure accountability for each device?           | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

g. Does the Area operate sobriety checkpoints?

☒ Yes ☐ No

- |   |   |                             |
|---|---|-----------------------------|
| (1) If so, does Area have a written plan for each location?     | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Are operational plans retained for two years, plus current? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (3) Does Area conduct checkpoints with other agencies?          | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (4) Is a supervisor assigned to each checkpoint?                | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (5) Are PAS devices available at checkpoints?                   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |



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(6) Is chemical testing available at the sobriety checkpoint location?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Is the media notified 48 hours in advance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Are CHP 205s, Sobriety Checkpoint Activity Report, submitted to Division and the Research and Planning Section?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
h. Does Area participate in the DUI Reporter's Reward Program?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

10. OTHER SPECIAL ENFORCEMENT PROGRAMS	EVALUATED	ACTION REQUIRED	CORRECTED
	Yes	No	N/A

a. Is there an airplane speed enforcement program operating within the Area?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) If so, what is the extent of Area's involvement? N/A		
(2) How are personnel selected? N/A		
(3) Is training provided?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(4) Does the program have the support of the local district attorney and judges?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(5) Is media reaction favorable?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
b. Does the Area operate DUI checkpoints?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does Area have a written plan?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are checkpoints solely with CHP personnel, or do other agencies participate? Past DUI checkpoints have involved the cooperation of local allied agencies.		
(3) Does Area follow guidelines in HPM 70.4, Driving Under the Influence Enforcement Manual?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is breath or chemical testing available at the checkpoint?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(5) Is the media notified 48 hours in advance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(6) Has media reaction been favorable?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Does Area have personnel assigned to the Special Enforcement Unit (SEU)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) What is the current mission of the unit? The P.E.D. (Pedestrian Enforcement Detail) Team's primary mission is to safely and effectively minimize high density urban pedestrian incurrence with the local freeways patrolled by the Area.		
(2) How are members selected? Members are interviewed by the PED Team Supervisor and selected based upon officer safety tactics, past performance and evaluations and shift supervisor concurrence/recommendation.		
(3) Who supervises the unit? Sergeant M. Edison, #13503.		
(4) Is the unit effective?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No



**AREA MANAGEMENT EVALUATION****COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

d. Does the Area have overtime enforcement programs?

☒ Yes ☐ No

(1) If so, what are they? The Area has intermittent S.L.I.C. and H.O.V. overtime details.

(2) Is assignment of officers consistent with the terms of the Unit 5 contract?

☒ Yes ☐ No

e. Are Reimbursable Services Contracts properly initiated and monitored?

☒ Yes ☐ No

(1) Do overtime costs stay within the amount stipulated by the contract?


☒ Yes ☐ No

**AREA MANAGEMENT EVALUATION****COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

AREA <b>541</b>	DIVISION Southern	NUMBER
EVALUATED BY Sgt. R. L. Strong, #12202		DATE 03/10/2009

**INSTRUCTIONS:** Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input type="checkbox"/> Formal Evaluation <input checked="" type="checkbox"/> Informal Evaluation		SUSPENSE DATE	
FOLLOW-UP REQUIRED <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		COMMANDER'S REVIEW  DATE <b>4-7-09</b>	
BY <input type="checkbox"/> Correction Report _____		EVALUATED Yes	ACTION REQUIRED No

**1. HEADQUARTERS STATISTICAL REPORTS**

a. Do supervisors utilize MIS and SWITRS reports? ☒ Yes ☐ No

b. Are statistical reports reviewed as necessary by supervisors? ☒ Yes ☐ No

(1) How is the information disseminated and filed for future use?

c. Are reports available for interested employees? ☒ Yes ☐ No

**2. LOCAL DATA**

EVALUATED Yes	ACTION REQUIRED No	CORRECTED
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a. Are local statistics collected and data developed for Area operational needs? ☒ Yes ☐ No

(1) Are PCs utilized to record and store data? ☒ Yes ☐ No

b. How is data analyzed and presented to field personnel? Through the Facility's annual Strategic Plan which is reviewed quarterly on training days.

(1) Are visual aids used? ☒ Yes ☐ No

**3. COLLISION REDUCTION**

EVALUATED No	ACTION REQUIRED	CORRECTED
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a. Does Area have written collision reduction plans? ☐ Yes ☐ No

(1) Are goals and objectives realistic and understandable? ☐ Yes ☐ No

(a) Are plans flexible and complete? ☐ Yes ☐ No

(2) Have the plans been successful? ☐ Yes ☐ No

(a) Has emphasis been placed in the correct areas? ☐ Yes ☐ No

(b) Is the Area commander familiar with results? ☐ Yes ☐ No

(c) Are supervisors familiar with Area plans and goals? ☐ Yes ☐ No

(d) Is progress towards goals discussed with all Area personnel? ☐ Yes ☐ No

1. Who has been involved in the development of collision reduction plans? The Castaic Enforcement Facility does not currently have an accident reduction plan.

b. Has an effective deployment plan been established and is it followed? ☐ Yes ☐ No

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(1) Is deployment proportional to collision and congestion problems?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are officers' personal needs considered?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are special events properly covered?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are lieutenants and sergeants deployed based on needs of the Area?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the vacation schedule follow departmental policy and address the needs of the Area?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(a) What process is used when changes to the master vacation schedule are made?		
(b) Are special duty officers scheduled separately?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
1 Who replaces vacationing special duty officers?		
2 Are motorcycle officers scheduled separately?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>4. ENFORCEMENT</b>	<b>EVALUATED</b> Yes	<b>ACTION REQUIRED</b> No
a. Does enforcement activity address collision reduction and compliance with the law?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are statistics from collisions used to properly guide enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do CHP 215s, 281s, 267s, and 202Ds compare with activity listed on the CHP 415 and CHP 100?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do supervisors use matrix reports to audit enforcement activity?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>5. SERVICES</b>	<b>EVALUATED</b> Yes	<b>ACTION REQUIRED</b> No
a. Do Area personnel recognize the importance of their role in providing motorist and public services?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the commander properly emphasize the importance of service as outlined in GO 100.45?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are field personnel aware of beats having heavy service requirements?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do services rendered reflect good beat accountability?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Has Area established procedures for persons in need of assistance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Do CHP 415s indicate services are provided to disabled motorists?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) Are vehicles stored if left on the freeway over four hours?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are CHP 422s used in accordance with policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are all uniformed employees annually trained on GO 100.6, Special Relationships?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do employees complete the CHP 268 for incidents in which potential liability may be incurred?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>6. BEATS</b>	<b>EVALUATED</b> No	<b>ACTION REQUIRED</b> No
a. Does Area comply with GO 100.64, Beat Descriptions?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are beats organized in compliance with current policy?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Can collision causes and locations be effectively isolated and addressed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Is there effective communication between officers and supervisors relating to problems on various beats?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

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(3) What methods are used to identify high collision locations on beats?

b. Are beat descriptions current?

☐ Yes ☐ No

(1) Are revisions made in accordance with time limitations listed in GO 100.64, Beat Descriptions?

☐ Yes ☐ No

(2) Are beat guides, or similar devices, provided for officers to use in the field?

☐ Yes ☐ No

(3) Are supervisors familiar with the beat structure?

☐ Yes ☐ No

c. Are beat instructions current?

☐ Yes ☐ No

(1) Are the following identified:

(a) Principle landmark locations?

☐ Yes ☐ No

(b) Seasonal fluctuations in traffic flow?

☐ Yes ☐ No

(c) High frequency collisions locations?

☐ Yes ☐ No

(d) Primary collision factors?

☐ Yes ☐ No

(e) Hazardous areas?

☐ Yes ☐ No

(f) Recommended patrol procedures?

☐ Yes ☐ No

**7. POST-ARREST PROCEDURES**

EVALUATED

No

ACTION REQUIRED

No

CORRECTED

a. Is prosecution sought whenever possible?

☐ Yes ☐ No

(1) Do collision investigations adequately support prosecution?

☐ Yes ☐ No

(2) What is the percentage of arrests resulting from collision investigation?

(3) Are felony hit-and-run collisions adequately investigated?

☐ Yes ☐ No

(a) Is information in the reports sufficient to result in the identification of the suspects and issuance of a criminal complaint?

☐ Yes ☐ No

b. Are owner's responsibility citations reviewed by supervisors to ensure the use of approved procedures?

☐ Yes ☐ No

c. Are officers competent in the use of chemical testing equipment, and are their forensic alcohol training records current?

☐ Yes ☐ No

(1) Is there a system in place to monitor chemical test results in order to determine if additional training is needed?

☐ Yes ☐ No

(2) Do arrest reports contain necessary documentation to support successful prosecution?

☐ Yes ☐ No

(a) Do sergeants and officers know when to notify the district attorney during an investigation?

☐ Yes ☐ No

(3) When are a juvenile's parents notified during an arrest situation?

(a) Who is responsible for the notification?

(4) Are officers familiar with citizen's arrest procedure/policy?

☐ Yes ☐ No

(5) Do all officers know how to operate PAS devices?

☐ Yes ☐ No

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(a) What system is used to monitor the security, accountability, and calibration of PAS devices?

d. Who reviews reports before submission to the district attorney's office?

(1) What records are maintained on the number of arrests resulting in the successful filing of a criminal complaint?

(2) Do the figures indicate a problem? ☐ Yes ☐ No

(3) Does the court officer have a good rapport with the district attorney's office? ☐ Yes ☐ No

(4) Does the Area commander have a good relationship with the district attorney? ☐ Yes ☐ No

(5) Is there adequate monitoring of the disposition of criminal cases? ☐ Yes ☐ No

e. Does a review of dismissal requests indicate an apparent problem? ☐ Yes ☐ No

**8. RADAR SPEED ENFORCEMENT**

EVALUATED  
No

ACTION REQUIRED  
No

CORRECTED

a. Does Area follow the procedures in HPM 100.4, Radar Speed Enforcement Manual, in regards to radar speed enforcement? ☐ Yes ☐ No

b. Does the Radar Coordinator understand his/her duties and responsibilities as outlined in HPM 100.4, and is the Area in compliance with program requirements? ☐ Yes ☐ No

(1) Has all service been performed according to manufacturer's specifications? ☐ Yes ☐ No

(2) Have speedometers in patrol vehicles used for radar speed enforcement been calibrated by certified radar units other than those used for speed enforcement? ☐ Yes ☐ No

(3) Is internal calibration completed according to guidelines in HPM 100.4? ☐ Yes ☐ No

(a) Are officers recertified annually? ☐ Yes ☐ No

(4) Have radar coordinators received specialized training and is their training listed on ETRS? ☐ Yes ☐ No

(5) Are traffic and engineering surveys updated every five years? ☐ Yes ☐ No

(6) Does Area periodically check to ensure "Speed Checked by Radar" signs are in place where required? ☐ Yes ☐ No

c. Has an audit of the radar program been conducted at intervals of no longer than 24 months? ☐ Yes ☐ No

d. Are self-evaluations of the Area's radar program accomplished? ☐ Yes ☐ No

**9. DRIVING UNDER THE INFLUENCE  
ENFORCEMENT PROGRAMS**

EVALUATED  
Yes

ACTION REQUIRED  
No

CORRECTED

a. Policies and Procedures

(1) Does Area personnel utilize approved FSTs? ☒ Yes ☐ No

(2) Does Area utilize additional FSTs at the request of the local district attorney? ☐ Yes ☒ No

(3) Do officers utilize CHP 202C, Influence Evaluation (Rolling Log)? ☐ Yes ☒ No

b. Are officers familiar with related codes relative to drug influence? ☒ Yes ☐ No

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c. Arrest Policies and Procedures

- |   |   |  |
|---|---|--|
| (1) Are CHP 202s complete and comprehensive?  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| (2) Are CHP 202s reviewed and initialed by a supervisor?  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| (3) Are CHP 735s, Incident Response Reimbursement Statement, completed according to policy?                                 | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| (a) Are 735s completed and processed within 60 days of the conviction date?   | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| (b) Are 735s accurate, and supported by the times recorded on the officer's CHP 415?  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| (4) Does Area have an SOP on Hospital Release of In-Custody Arrestees?  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| (5) Does Area utilize the cite and release program?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (6) Are Area personnel familiar with the 0.04 BAC law relative to commercial drivers?                                       | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (7) Are Area personnel familiar with the 24-hour commercial tie-up requirements?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (8) Are officers familiar with requirements of the zero BAC tolerance for drivers under the age of 21?                      | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (a) Does Area maintain a file for Administrative Per Se (DS 367) for zero tolerance violations?                             | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| (b) Are officers familiar with the CHP 415 reporting of zero BAC tolerance violations?                                      | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| (9) Are Area officers familiar with requirements in enforcing laws relative to drivers under 21 with a 0.05 BAC or greater? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (10) Does Area have a policy for enforcing laws relative to individuals with three prior DUIs?                              | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |

d. Does Area have policy for retention and preservation of blood and urine samples?

☐ Yes ☒ No

- |  |                              |  |
|--|------------------------------|--|
| (1) Does Area utilize the Non-Consensual Chemical Testing (NCT) Program? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| (2) Does Area participate in the enhanced NCT Program?                   | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

e. Does Area have established local policy to ensure Administrative Per Se documentation is submitted to DMV within five business days of an arrest?

☐ Yes ☒ No

f. Does Area have an SOP on the use of PAS devices?

☒ Yes ☐ No

- |  |                              |  |
|--|------------------------------|--|
| (1) Does Area ensure the maximum number are deployed on each shift?                | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| (2) Who is the Area PAS coordinator?   |                              |  |
| (3) Does the PAS coordinator maintain the records for use and calibration?         | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| (4) Are PAS devices calibrated every 10 days or 150 tests, whichever occurs first? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| (5) Does Area maintain records to ensure accountability for each device?           | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

g. Does the Area operate sobriety checkpoints?

☐ Yes ☒ No

- |   |                              |                             |
|---|------------------------------|-----------------------------|
| (1) If so, does Area have a written plan for each location?     | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Are operational plans retained for two years, plus current? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (3) Does Area conduct checkpoints with other agencies?          | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (4) Is a supervisor assigned to each checkpoint?                | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| (5) Are PAS devices available at checkpoints?                   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

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(6) Is chemical testing available at the sobriety checkpoint location?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Is the media notified 48 hours in advance?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Are CHP 205s, Sobriety Checkpoint Activity Report, submitted to Division and the Research and Planning Section?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
h. Does Area participate in the DUI Reporter's Reward Program?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

10. OTHER SPECIAL ENFORCEMENT PROGRAMS	EVALUATED Yes	ACTION REQUIRED No	CORRECTED
a. Is there an airplane speed enforcement program operating within the Area?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
(1) If so, what is the extent of Area's involvement?			
(2) How are personnel selected?			
(3) Is training provided?			<input type="checkbox"/> Yes <input type="checkbox"/> No
(4) Does the program have the support of the local district attorney and judges?			<input type="checkbox"/> Yes <input type="checkbox"/> No
(5) Is media reaction favorable?			<input type="checkbox"/> Yes <input type="checkbox"/> No
b. Does the Area operate DUI checkpoints?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
(1) Does Area have a written plan?			<input type="checkbox"/> Yes <input type="checkbox"/> No
(2) Are checkpoints solely with CHP personnel, or do other agencies participate?			
(3) Does Area follow guidelines in HPM 70.4, Driving Under the Influence Enforcement Manual?			<input type="checkbox"/> Yes <input type="checkbox"/> No
(4) Is breath or chemical testing available at the checkpoint?			<input type="checkbox"/> Yes <input type="checkbox"/> No
(5) Is the media notified 48 hours in advance?			<input type="checkbox"/> Yes <input type="checkbox"/> No
(6) Has media reaction been favorable?			<input type="checkbox"/> Yes <input type="checkbox"/> No
c. Does Area have personnel assigned to the Special Enforcement Unit (SEU)?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
(1) What is the current mission of the unit?			
(2) How are members selected?			
(3) Who supervises the unit?			
(4) Is the unit effective?			<input type="checkbox"/> Yes <input type="checkbox"/> No

**AREA MANAGEMENT EVALUATION****COLLISIONS, ENFORCEMENTS, AND SERVICES**

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d. Does the Area have overtime enforcement programs?

☒ Yes☐ No

(1) If so, what are they? See attached narrative.

(2) Is assignment of officers consistent with the terms of the Unit 5 contract?

☒ Yes☐ No

e. Are Reimbursable Services Contracts properly initiated and monitored?

☒ Yes☐ No

(1) Do overtime costs stay within the amount stipulated by the contract?

☒ Yes☐ No

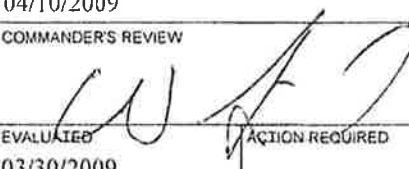


**AREA MANAGEMENT EVALUATION****COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

AREA 525	DIVISION Southern	NUMBER
EVALUATED BY Sergeant Henry J. Castillo, #13765		DATE 03/30/2009

**INSTRUCTIONS:** Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input type="checkbox"/> Formal Evaluation <input checked="" type="checkbox"/> Informal Evaluation		SUSPENSE DATE 04/10/2009
FOLLOW-UP REQUIRED <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Correction Report BY _____	COMMANDER'S REVIEW  DATE 4/2/09
<b>1. HEADQUARTERS STATISTICAL REPORTS</b>		EVALUATED 03/30/2009

- a. Do supervisors utilize MIS and SWITRS reports? ☒ Yes ☐ No
- b. Are statistical reports reviewed as necessary by supervisors? ☒ Yes ☐ No

(1) How is the information disseminated and filed for future use? The Office Supervisor distributes Commanders Monthly Summary Report statistics to Lieutenants and Sergeants for review and discussion during briefings, ride-alongs and training days.

- c. Are reports available for interested employees? ☒ Yes ☐ No

<b>2. LOCAL DATA</b>	EVALUATED 03/30/2009	ACTION REQUIRED	CORRECTED
a. Are local statistics collected and data developed for Area operational needs?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Are PCs utilized to record and store data?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
b. How is data analyzed and presented to field personnel? Area Information System (AIS) reports and Program 10 statistics are utilized to disseminate information to officers during training days, briefings, Strategic Plan and PCF board updates.			
(1) Are visual aids used?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

<b>3. COLLISION REDUCTION</b>	EVALUATED 03/30/2009	ACTION REQUIRED	CORRECTED
a. Does Area have written collision reduction plans?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Are goals and objectives realistic and understandable?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Are plans flexible and complete?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Have the plans been successful?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Has emphasis been placed in the correct areas?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(b) Is the Area commander familiar with results?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(c) Are supervisors familiar with Area plans and goals?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(d) Is progress towards goals discussed with all Area personnel?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
1 Who has been involved in the development of collision reduction plans? Discussions are held during briefings, training days, and staff meetings in an effort to have a combined effort of all employees involved in reaching Strategic Plan goals.			
b. Has an effective deployment plan been established and is it followed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

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(1) Is deployment proportional to collision and congestion problems?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are officers' personal needs considered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are special events properly covered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are lieutenants and sergeants deployed based on needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the vacation schedule follow departmental policy and address the needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) What process is used when changes to the master vacation schedule are made?	As is the case with most areas, seniority plays the major factor in whether there are changes made. Once approved by management, the scheduling sgt makes changes.	
(b) Are special duty officers scheduled separately?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
1 Who replaces vacationing special duty officers?	Alternate special duty officers, or cross trained officers on a temp.	
2 Are motorcycle officers scheduled separately?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>4. ENFORCEMENT</b>	EVALUATED 03/30/2009	ACTION REQUIRED CORRECTED
a. Does enforcement activity address collision reduction and compliance with the law?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are statistics from collisions used to properly guide enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do CHP 215s, 281s, 267s, and 202Ds compare with activity listed on the CHP 415 and CHP 100?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do supervisors use matrix reports to audit enforcement activity?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>5. SERVICES</b>	EVALUATED 04/01/2009	ACTION REQUIRED CORRECTED
a. Do Area personnel recognize the importance of their role in providing motorist and public services?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the commander properly emphasize the importance of service as outlined in GO 100.45?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are field personnel aware of beats having heavy service requirements?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do services rendered reflect good beat accountability?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Has Area established procedures for persons in need of assistance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Do CHP 415s indicate services are provided to disabled motorists?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are vehicles stored if left on the freeway over four hours?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are CHP 422s used in accordance with policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are all uniformed employees annually trained on GO 100.6, Special Relationships?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do employees complete the CHP 268 for incidents in which potential liability may be incurred?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>6. BEATS</b>	EVALUATED 04/01/2009	ACTION REQUIRED CORRECTED
a. Does Area comply with GO 100.64, Beat Descriptions?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are beats organized in compliance with current policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Can collision causes and locations be effectively isolated and addressed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Is there effective communication between officers and supervisors relating to problems on various beats?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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(3) What methods are used to identify high collision locations on beats? AIS statistics, MIS matrixes, and officer input to supervisors regarding different PCF's are utilized to determine where deployments should be placed.

b. Are beat descriptions current? ☒ Yes ☐ No

(1) Are revisions made in accordance with time limitations listed in GO 100.64, Beat Descriptions? ☒ Yes ☐ No

(2) Are beat guides, or similar devices, provided for officers to use in the field? ☒ Yes ☐ No

(3) Are supervisors familiar with the beat structure? ☒ Yes ☐ No

c. Are beat instructions current? ☒ Yes ☐ No

(1) Are the following identified:

(a) Principle landmark locations? ☒ Yes ☐ No

(b) Seasonal fluctuations in traffic flow? ☒ Yes ☐ No

(c) High frequency collisions locations? ☒ Yes ☐ No

(d) Primary collision factors? ☒ Yes ☐ No

(e) Hazardous areas? ☒ Yes ☐ No

(f) Recommended patrol procedures? ☒ Yes ☐ No

**7. POST-ARREST PROCEDURES**

EVALUATED  
04/01/2009

ACTION REQUIRED

CORRECTED

a. Is prosecution sought whenever possible? ☒ Yes ☐ No

(1) Do collision investigations adequately support prosecution? ☒ Yes ☐ No

(2) What is the percentage of arrests resulting from collision investigation? 7 %

(3) Are felony hit-and-run collisions adequately investigated? ☒ Yes ☐ No

(a) Is information in the reports sufficient to result in the identification of the suspects and issuance of a criminal complaint? ☒ Yes ☐ No

b. Are owner's responsibility citations reviewed by supervisors to ensure the use of approved procedures? ☒ Yes ☐ No

c. Are officers competent in the use of chemical testing equipment, and are their forensic alcohol training records current? ☒ Yes ☐ No

(1) Is there a system in place to monitor chemical test results in order to determine if additional training is needed? ☒ Yes ☐ No

(2) Do arrest reports contain necessary documentation to support successful prosecution? ☒ Yes ☐ No

(a) Do sergeants and officers know when to notify the district attorney during an investigation? ☒ Yes ☐ No

(3) When are a juvenile's parents notified during an arrest situation? The juvenile's parents are notified no later than one hour after the minor is taken into custody.

(a) Who is responsible for the notification? Investigating Officer

(4) Are officers familiar with citizen's arrest procedure/policy? ☒ Yes ☐ No

(5) Do all officers know how to operate PAS devices? ☒ Yes ☐ No

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(a) What system is used to monitor the security, accountability, and calibration of PAS devices? Pas Devices are stored in the filing cabinet in the sergeants office. A binder containing CHP 202J Sign out and Usage Log is utilized for accounting purposes.

Accuracy tests are performed by Officer Matt Vice every 10days or 150 tests and are documented on a CHP 202K.

d. Who reviews reports before submission to the district attorney's office? Sergeant Approves and Area Court Officers review case prior to filing.

(1) What records are maintained on the number of arrests resulting in the successful filing of a criminal complaint? AIS statistics

(2) Do the figures indicate a problem? ☐ Yes ☒ No

(3) Does the court officer have a good rapport with the district attorney's office? ☒ Yes ☐ No

(4) Does the Area commander have a good relationship with the district attorney? ☒ Yes ☐ No

(5) Is there adequate monitoring of the disposition of criminal cases? ☒ Yes ☐ No

e. Does a review of dismissal requests indicate an apparent problem? ☐ Yes ☒ No

**8. RADAR SPEED ENFORCEMENT**

EVALUATED  
03/30/2009

ACTION REQUIRED

CORRECTED

a. Does Area follow the procedures in HPM 100.4, Radar Speed Enforcement Manual, in regards to radar speed enforcement? ☒ Yes ☐ No

b. Does the Radar Coordinator understand his/her duties and responsibilities as outlined in HPM 100.4, and is the Area in compliance with program requirements? ☒ Yes ☐ No

(1) Has all service been performed according to manufacturer's specifications? ☒ Yes ☐ No

(2) Have speedometers in patrol vehicles used for radar speed enforcement been calibrated by certified radar units other than those used for speed enforcement? ☐ Yes ☒ No

(3) Is internal calibration completed according to guidelines in HPM 100.4? ☒ Yes ☐ No

(a) Are officers recertified annually? ☒ Yes ☐ No

(4) Have radar coordinators received specialized training and is their training listed on ETRS? ☒ Yes ☐ No

(5) Are traffic and engineering surveys updated every five years? ☒ Yes ☐ No

(6) Does Area periodically check to ensure "Speed Checked by Radar" signs are in place where required? ☒ Yes ☐ No

c. Has an audit of the radar program been conducted at intervals of no longer than 24 months? ☒ Yes ☐ No

d. Are self-evaluations of the Area's radar program accomplished? ☒ Yes ☐ No

**9. DRIVING UNDER THE INFLUENCE  
ENFORCEMENT PROGRAMS**

EVALUATED  
04/01/2009

ACTION REQUIRED

CORRECTED

a. Policies and Procedures

(1) Does Area personnel utilize approved FSTs? ☒ Yes ☐ No

(2) Does Area utilize additional FSTs at the request of the local district attorney? ☐ Yes ☒ No

(3) Do officers utilize CHP 202C, Influence Evaluation (Rolling Log)? ☐ Yes ☒ No

b. Are officers familiar with related codes relative to drug influence? ☒ Yes ☐ No

Destroy Previous Editions

STATE OF CALIFORNIA  
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL  
**AREA MANAGEMENT EVALUATION**  
**COLLISIONS, ENFORCEMENTS, AND SERVICES**  
CHP 453C (Rev. 5-06) OPI 009

c. Arrest Policies and Procedures

- |   |   |  |
|---|---|--|
| (1) Are CHP 202s complete and comprehensive?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (2) Are CHP 202s reviewed and initialed by a supervisor?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (3) Are CHP 735s, Incident Response Reimbursement Statement, completed according to policy?                                 | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (a) Are 735s completed and processed within 60 days of the conviction date?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (b) Are 735s accurate, and supported by the times recorded on the officer's CHP 415?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (4) Does Area have an SOP on Hospital Release of In-Custody Arrestees?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (5) Does Area utilize the cite and release program?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (6) Are Area personnel familiar with the 0.04 BAC law relative to commercial drivers?                                       | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (7) Are Area personnel familiar with the 24-hour commercial tie-up requirements?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (8) Are officers familiar with requirements of the zero BAC tolerance for drivers under the age of 21?                      | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (a) Does Area maintain a file for Administrative Per Se (DS 367) for zero tolerance violations?                             | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| (b) Are officers familiar with the CHP 415 reporting of zero BAC tolerance violations?                                      | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (9) Are Area officers familiar with requirements in enforcing laws relative to drivers under 21 with a 0.05 BAC or greater? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| (10) Does Area have a policy for enforcing laws relative to individuals with three prior DUIs?                              | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |

d. Does Area have policy for retention and preservation of blood and urine samples? ☒ Yes ☐ No

- |  |                              |  |
|--|------------------------------|--|
| (1) Does Area utilize the Non-Consensual Chemical Testing (NCT) Program? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| (2) Does Area participate in the enhanced NCT Program?                   | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

e. Does Area have established local policy to ensure Administrative Per Se documentation is submitted to DMV within five business days of an arrest? ☒ Yes ☐ No

f. Does Area have an SOP on the use of PAS devices? ☒ Yes ☐ No

- |  |   |                             |
|--|---|-----------------------------|
| (1) Does Area ensure the maximum number are deployed on each shift?                | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Who is the Area PAS coordinator? Officer Matt Vice, #12134                     |   |                             |
| (3) Does the PAS coordinator maintain the records for use and calibration?         | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (4) Are PAS devices calibrated every 10 days or 150 tests, whichever occurs first? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (5) Does Area maintain records to ensure accountability for each device?           | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

g. Does the Area operate sobriety checkpoints? ☒ Yes ☐ No

- |   |   |                             |
|---|---|-----------------------------|
| (1) If so, does Area have a written plan for each location?     | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Are operational plans retained for two years, plus current? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (3) Does Area conduct checkpoints with other agencies?          | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (4) Is a supervisor assigned to each checkpoint?                | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (5) Are PAS devices available at checkpoints?                   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

**AREA MANAGEMENT EVALUATION****COLLISIONS, ENFORCEMENTS, AND SERVICES**

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(6) Is chemical testing available at the sobriety checkpoint location?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(7) Is the media notified 48 hours in advance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Are CHP 205s, Sobriety Checkpoint Activity Report, submitted to Division and the Research and Planning Section?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
h. Does Area participate in the DUI Reporter's Reward Program?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

<b>10. OTHER SPECIAL ENFORCEMENT PROGRAMS</b>	EVALUATED 04/01/2009	ACTION REQUIRED	CORRECTED
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a. Is there an airplane speed enforcement program operating within the Area?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) If so, what is the extent of Area's involvement? N/A		
(2) How are personnel selected? N/A		
(3) Is training provided? N/A		
(4) Does the program have the support of the local district attorney and judges? N/A		
(5) Is media reaction favorable? N/A		
b. Does the Area operate DUI checkpoints?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does Area have a written plan?		
(2) Are checkpoints solely with CHP personnel, or do other agencies participate? The Baldwin Park Area teams with local agencies in the San Gabriel Valley and utilizes Area policy and Strategic Plan goals as a guideline during joint operations.		
(3) Does Area follow guidelines in HPM 70.4, Driving Under the Influence Enforcement Manual?		
(4) Is breath or chemical testing available at the checkpoint?		
(5) Is the media notified 48 hours in advance?		
(6) Has media reaction been favorable?		
c. Does Area have personnel assigned to the Special Enforcement Unit (SEU)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) What is the current mission of the unit? The Area has a Community Help Team which services the unincorporated areas in the Baldwin Park jurisdiction. The mission of the team is to reduce collisions, enforce PCF violations, and interact with members of the community at town hall meetings to bring forth their concerns to management or Department personnel.		
(2) How are members selected? Members were selected by seniority and utilizing the interview process basing selection on work ethic, reliability, and self motivation.		
(3) Who supervises the unit? Sergeant Carl Gafford, #14133		
(4) Is the unit effective?		

**AREA MANAGEMENT EVALUATION****COLLISIONS, ENFORCEMENTS, AND SERVICES**

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d. Does the Area have overtime enforcement programs?

☒ Yes☐ No

(1) If so, what are they? CARS Grant, SLIC in 2008, HOV, Cal Grip, and Roving DUI Deployments.

(2) Is assignment of officers consistent with the terms of the Unit 5 contract?

☒ Yes☐ No

e. Are Reimbursable Services Contracts properly initiated and monitored?

☒ Yes☐ No

(1) Do overtime costs stay within the amount stipulated by the contract?

☒ Yes☐ No

## AREA MANAGEMENT EVALUATION

## COLLISIONS, ENFORCEMENTS, AND SERVICES

CHP 453C (Rev. 5-06) OPI 009

AREA	DIVISION	NUMBER
Antelope Valley Area	Southern Division	
EVALUATED BY	DATE	
Sgt. J. Williams, #15138	March 19, 2009	

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION		SUSPENSE DATE
<input type="checkbox"/> Formal Evaluation	<input checked="" type="checkbox"/> Informal Evaluation	April 1, 2009
FOLLOW-UP REQUIRED		COMMANDER'S REVIEW
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Correction Report	DATE
BY		3-26-09
EVALUATED		ACTION REQUIRED
Yes		No
CORRECTED		N/A

## 1. HEADQUARTERS STATISTICAL REPORTS

- a. Do supervisors utilize MIS and SWITRS reports? ☒ Yes ☐ No
- b. Are statistical reports reviewed as necessary by supervisors? ☒ Yes ☐ No
- (1) How is the information disseminated and filed for future use? The reports are reviewed and initialed by the Sergeants. The Sergeants make copies of the reports and place relevant reports in the briefing book.
- c. Are reports available for interested employees? ☒ Yes ☐ No

## 2. LOCAL DATA

- a. Are local statistics collected and data developed for Area operational needs? ☒ Yes ☐ No
- (1) Are PCs utilized to record and store data? ☒ Yes ☐ No
- b. How is data analyzed and presented to field personnel? Statistics are routed to the Sergeants after management has reviewed and identified key data, then the information is briefed to the field.
- (1) Are visual aids used? ☒ Yes ☐ No

## 3. COLLISION REDUCTION

- a. Does Area have written collision reduction plans? ☒ Yes ☐ No
- (1) Are goals and objectives realistic and understandable? ☒ Yes ☐ No
- (a) Are plans flexible and complete? ☒ Yes ☐ No
- (2) Have the plans been successful? ☒ Yes ☐ No
- (a) Has emphasis been placed in the correct areas? ☒ Yes ☐ No
- (b) Is the Area commander familiar with results? ☒ Yes ☐ No
- (c) Are supervisors familiar with Area plans and goals? ☒ Yes ☐ No
- (d) Is progress towards goals discussed with all Area personnel? ☒ Yes ☐ No
- 1 Who has been involved in the development of collision reduction plans? Management, Supervision and field personnel.

- b. Has an effective deployment plan been established and is it followed? ☒ Yes ☐ No



**AREA MANAGEMENT EVALUATION****COLLISIONS, ENFORCEMENTS, AND SERVICES**

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(1) Is deployment proportional to collision and congestion problems? ☒ Yes ☐ No(a) Are officers' personal needs considered? ☒ Yes ☐ No(b) Are special events properly covered? ☒ Yes ☐ No(c) Are lieutenants and sergeants deployed based on needs of the Area? ☒ Yes ☐ No(2) Does the vacation schedule follow departmental policy and address the needs of the Area? ☒ Yes ☐ No

(a) What process is used when changes to the master vacation schedule are made? The vacation schedule is posted in the hallway for all officer to see. Changes are initiated by memorandum to the Area in accordance with Area SOP.

(b) Are special duty officers scheduled separately? ☒ Yes ☐ No

1 Who replaces vacationing special duty officers? Trained back up field officers

2 Are motorcycle officers scheduled separately? ☒ Yes ☐ No**4. ENFORCEMENT**

EVALUATED

Yes

ACTION REQUIRED

No

CORRECTED

N/A

a. Does enforcement activity address collision reduction and compliance with the law? ☒ Yes ☐ No(1) Are statistics from collisions used to properly guide enforcement activity? ☒ Yes ☐ No(2) Do CHP 215s, 281s, 267s, and 202Ds compare with activity listed on the CHP 415 and CHP 100? ☒ Yes ☐ No(a) Do supervisors use matrix reports to audit enforcement activity? ☒ Yes ☐ No**5. SERVICES**

EVALUATED

Yes

ACTION REQUIRED

No

CORRECTED

N/A

a. Do Area personnel recognize the importance of their role in providing motorist and public services? ☒ Yes ☐ Nob. Does the commander properly emphasize the importance of service as outlined in GO 100.45? ☒ Yes ☐ No(1) Are field personnel aware of beats having heavy service requirements? ☒ Yes ☐ No(2) Do services rendered reflect good beat accountability? ☒ Yes ☐ No(3) Has Area established procedures for persons in need of assistance? ☒ Yes ☐ Noc. Do CHP 415s indicate services are provided to disabled motorists? ☒ Yes ☐ No(1) Are vehicles stored if left on the freeway over four hours? ☒ Yes ☐ No(2) Are CHP 422s used in accordance with policy? ☒ Yes ☐ Nod. Are all uniformed employees annually trained on GO 100.6, Special Relationships? ☒ Yes ☐ No(1) Do employees complete the CHP 268 for incidents in which potential liability may be incurred? ☒ Yes ☐ No**6. BEATS**

EVALUATED

Yes

ACTION REQUIRED

No

CORRECTED

N/A

a. Does Area comply with GO 100.64, Beat Descriptions? ☒ Yes ☐ No(1) Are beats organized in compliance with current policy? ☒ Yes ☐ No(a) Can collision causes and locations be effectively isolated and addressed? ☒ Yes ☐ No(2) Is there effective communication between officers and supervisors relating to problems on various beats? ☒ Yes ☐ No

**AREA MANAGEMENT EVALUATION****COLLISIONS, ENFORCEMENTS, AND SERVICES**

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(3) What methods are used to identify high collision locations on beats? Monthly statistics are gathered and disseminated.

b. Are beat descriptions current?

☒ Yes ☐ No

(1) Are revisions made in accordance with time limitations listed in GO 100.64, Beat Descriptions?

☒ Yes ☐ No

(2) Are beat guides, or similar devices, provided for officers to use in the field?

☒ Yes ☐ No

(3) Are supervisors familiar with the beat structure?

☒ Yes ☐ No

c. Are beat instructions current?

☒ Yes ☐ No

(1) Are the following identified:

(a) Principle landmark locations?

☒ Yes ☐ No

(b) Seasonal fluctuations in traffic flow?

☐ Yes ☒ No

(c) High frequency collisions locations?

☐ Yes ☒ No

(d) Primary collision factors?

☐ Yes ☒ No

(e) Hazardous areas?

☐ Yes ☒ No

(f) Recommended patrol procedures?

☐ Yes ☒ No**POST-ARREST PROCEDURES**

EVALUATED

Yes

ACTION REQUIRED

No

CORRECTED

N/A

a. Is prosecution sought whenever possible?

☒ Yes ☐ No

(1) Do collision investigations adequately support prosecution?

☒ Yes ☐ No

(2) What is the percentage of arrests resulting from collision investigation? 12.8%

(3) Are felony hit-and-run collisions adequately investigated?

☒ Yes ☐ No

(a) Is information in the reports sufficient to result in the identification of the suspects and issuance of a criminal complaint?

☒ Yes ☐ No

b. Are owner's responsibility citations reviewed by supervisors to ensure the use of approved procedures?

☒ Yes ☐ No

c. Are officers competent in the use of chemical testing equipment, and are their forensic alcohol training records current?

☒ Yes ☐ No

(1) Is there a system in place to monitor chemical test results in order to determine if additional training is needed?

☒ Yes ☐ No

(2) Do arrest reports contain necessary documentation to support successful prosecution?

☒ Yes ☐ No

(a) Do sergeants and officers know when to notify the district attorney during an investigation?

☒ Yes ☐ No

(3) When are a juvenile's parents notified during an arrest situation? As soon as practical in accordance with CHP policy and Area SOP.

(a) Who is responsible for the notification? On Duty Sergeant, OIC or the investigating officer.

(4) Are officers familiar with citizen's arrest procedure/policy?

☒ Yes ☐ No

(5) Do all officers know how to operate PAS devices?

☒ Yes ☐ No

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(a) What system is used to monitor the security, accountability, and calibration of PAS devices? PAS devices are locked in the briefing room and checked in and out via PAS log book. PAS devices are noted on daily shift worksheets during briefings. The calibration material is maintained in the locked PAS locker.

d. Who reviews reports before submission to the district attorney's office? Area supervisors and the Area Court Officer. Complex or potentially controversial reports are reviewed by the commander and/or lieutenant.

(1) What records are maintained on the number of arrests resulting in the successful filing of a criminal complaint? AIS logs.

Additionally, all rejected cases are reviewed by the Area Commander and filed with the Court Officer.

(2) Do the figures indicate a problem? ☐ Yes ☒ No

(3) Does the court officer have a good rapport with the district attorney's office? ☒ Yes ☐ No

(4) Does the Area commander have a good relationship with the district attorney? ☒ Yes ☐ No

(5) Is there adequate monitoring of the disposition of criminal cases? ☒ Yes ☐ No

e. Does a review of dismissal requests indicate an apparent problem? ☐ Yes ☒ No

**8. RADAR SPEED ENFORCEMENT**

EVALUATED	ACTION REQUIRED	CORRECTED
Yes	No	N/A

a. Does Area follow the procedures in HPM 100.4, Radar Speed Enforcement Manual, in regards to radar speed enforcement? ☒ Yes ☐ No

b. Does the Radar Coordinator understand his/her duties and responsibilities as outlined in HPM 100.4, and is the Area in compliance with program requirements? ☒ Yes ☐ No

(1) Has all service been performed according to manufacturer's specifications? ☒ Yes ☐ No

(2) Have speedometers in patrol vehicles used for radar speed enforcement been calibrated by certified radar units other than those used for speed enforcement? ☒ Yes ☐ No

CALIBRATION BY AAA

(3) Is internal calibration completed according to guidelines in HPM 100.4? ☒ Yes ☐ No

(a) Are officers recertified annually? ☒ Yes ☐ No

(4) Have radar coordinators received specialized training and is their training listed on ETRS? ☒ Yes ☐ No

(5) Are traffic and engineering surveys updated every five years? ☒ Yes ☐ No

(6) Does Area periodically check to ensure "Speed Checked by Radar" signs are in place where required? ☒ Yes ☐ No

c. Has an audit of the radar program been conducted at intervals of no longer than 24 months? ☒ Yes ☐ No

d. Are self-evaluations of the Area's radar program accomplished? ☒ Yes ☐ No

**9. DRIVING UNDER THE INFLUENCE ENFORCEMENT PROGRAMS**

EVALUATED	ACTION REQUIRED	CORRECTED
Yes	No	N/A

a. Policies and Procedures

(1) Does Area personnel utilize approved FSTs? ☒ Yes ☐ No

(2) Does Area utilize additional FSTs at the request of the local district attorney? ☐ Yes ☒ No

(3) Do officers utilize CHP 202C, Influence Evaluation (Rolling Log)? ☒ Yes ☐ No

DRE'S ONLY

b. Are officers familiar with related codes relative to drug influence? ☒ Yes ☐ No

**AREA MANAGEMENT EVALUATION****COLLISIONS, ENFORCEMENTS, AND SERVICES**

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**c. Arrest Policies and Procedures**(1) Are CHP 202s complete and comprehensive? ☒ Yes ☐ No(2) Are CHP 202s reviewed and initialed by a supervisor? ☒ Yes ☐ No(3) Are CHP 735s, Incident Response Reimbursement Statement, completed according to policy? ☒ Yes ☐ No(a) Are 735s completed and processed within 60 days of the conviction date? ☒ Yes ☐ No(b) Are 735s accurate, and supported by the times recorded on the officer's CHP 415? ☒ Yes ☐ No(4) Does Area have an SOP on Hospital Release of In-Custody Arrestees? ☒ Yes ☐ No(5) Does Area utilize the cite and release program? ☒ Yes ☐ No(6) Are Area personnel familiar with the 0.04 BAC law relative to commercial drivers? ☒ Yes ☐ No(7) Are Area personnel familiar with the 24-hour commercial tie-up requirements? ☒ Yes ☐ No(8) Are officers familiar with requirements of the zero BAC tolerance for drivers under the age of 21? ☒ Yes ☐ No(a) Does Area maintain a file for Administrative Per Se (DS 367) for zero tolerance violations? ☒ Yes ☐ No(b) Are officers familiar with the CHP 415 reporting of zero BAC tolerance violations? ☒ Yes ☐ No(9) Are Area officers familiar with requirements in enforcing laws relative to drivers under 21 with a 0.05 BAC or greater? ☒ Yes ☐ No(10) Does Area have a policy for enforcing laws relative to individuals with three prior DUIs? ☒ Yes ☐ No**d. Does Area have policy for retention and preservation of blood and urine samples?** ☒ Yes ☐ No(1) Does Area utilize the Non-Consensual Chemical Testing (NCT) Program? ☐ Yes ☒ No(2) Does Area participate in the enhanced NCT Program? ☐ Yes ☒ No**e. Does Area have established local policy to ensure Administrative Per Se documentation is submitted to DMV within five business days of an arrest?** ☒ Yes ☐ No**f. Does Area have an SOP on the use of PAS devices?** ☒ Yes ☐ No(1) Does Area ensure the maximum number are deployed on each shift? ☒ Yes ☐ No

(2) Who is the Area PAS coordinator? Officer Eduardo Alonzo, #16124

(3) Does the PAS coordinator maintain the records for use and calibration? ☒ Yes ☐ No(4) Are PAS devices calibrated every 10 days or 150 tests, whichever occurs first? ☒ Yes ☐ No(5) Does Area maintain records to ensure accountability for each device? ☒ Yes ☐ No**g. Does the Area operate sobriety checkpoints?** ☒ Yes ☐ No(1) If so, does Area have a written plan for each location? ☒ Yes ☐ No(2) Are operational plans retained for two years, plus current? ☒ Yes ☐ No(3) Does Area conduct checkpoints with other agencies? ☐ Yes ☒ No(4) Is a supervisor assigned to each checkpoint? ☒ Yes ☐ No(5) Are PAS devices available at checkpoints? ☒ Yes ☐ No

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(6) Is chemical testing available at the sobriety checkpoint location? ☐ Yes ☒ No

(7) Is the media notified 48 hours in advance? ☒ Yes ☐ No

(8) Are CHP 205s, Sobriety Checkpoint Activity Report, submitted to Division and the Research and Planning Section? ☒ Yes ☐ No

h. Does Area participate in the DUI Reporter's Reward Program? ☐ Yes ☒ No

**10. OTHER SPECIAL ENFORCEMENT PROGRAMS**

EVALUATED  
Yes

ACTION REQUIRED  
No

CORRECTED  
N/A

a. Is there an airplane speed enforcement program operating within the Area? ☒ Yes ☐ No

(1) If so, what is the extent of Area's involvement? Occasionally, depending upon Area staffing, speed enforcement units are assigned to high collision areas.

(2) How are personnel selected? Either on duty beat units are directed by the on duty supervisors or if reimbursable OT is authorized, the overtime coordinator will assign units accordance to the MOU.

(3) Is training provided? ☒ Yes ☐ No

(4) Does the program have the support of the local district attorney and judges? ☒ Yes ☐ No

(5) Is media reaction favorable? ☒ Yes ☐ No

b. Does the Area operate DUI checkpoints? ☒ Yes ☐ No

(1) Does Area have a written plan? ☒ Yes ☐ No

(2) Are checkpoints solely with CHP personnel, or do other agencies participate? CHP Only

(3) Does Area follow guidelines in HPM 70.4, Driving Under the Influence Enforcement Manual? ☒ Yes ☐ No

(4) Is breath or chemical testing available at the checkpoint? ☐ Yes ☒ No

(5) Is the media notified 48 hours in advance? ☒ Yes ☐ No

(6) Has media reaction been favorable? ☒ Yes ☐ No

c. Does Area have personnel assigned to the Special Enforcement Unit (SEU)? ☐ Yes ☒ No

(1) What is the current mission of the unit? Area conducts periodic SEUs with available beat officers or with officers on grant overtime. There are no officers permanently assigned to an SEU unit.

(2) How are members selected?

(3) Who supervises the unit?

(4) Is the unit effective? ☐ Yes ☐ No

**AREA MANAGEMENT EVALUATION****COLLISIONS, ENFORCEMENTS, AND SERVICES**

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d. Does the Area have overtime enforcement programs?

☒ Yes ☐ No

(1) If so, what are they? Grant funded overtime for DUI, speed, county road and freeway enforcement.

(2) Is assignment of officers consistent with the terms of the Unit 5 contract?

☒ Yes ☐ No

e. Are Reimbursable Services Contracts properly Initiated and monitored?

☒ Yes ☐ No

(1) Do overtime costs stay within the amount stipulated by the contract?

☒ Yes ☐ No

**AREA MANAGEMENT EVALUATION**  
**COLLISIONS, ENFORCEMENTS, AND SERVICES**

CHP 453C (Rev. 5-06) OPI 009

AREA Altadena	DIVISION Southern	NUMBER 575
EVALUATED BY Sergeant T. Franklin		DATE March 19, 2009

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input type="checkbox"/> Formal Evaluation <input checked="" type="checkbox"/> Informal Evaluation		SUSPENSE DATE	
FOLLOW-UP REQUIRED <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		COMMANDER'S REVIEW	DATE
BY			

**1. HEADQUARTERS STATISTICAL REPORTS**

EVALUATED Yes	ACTION REQUIRED	CORRECTED
a. Do supervisors utilize MIS and SWITRS reports? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
b. Are statistical reports reviewed as necessary by supervisors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(1) How is the information disseminated and filed for future use? Refer to narrative.		

c. Are reports available for interested employees? ☒ Yes ☐ No

**2. LOCAL DATA**

EVALUATED Yes	ACTION REQUIRED	CORRECTED
a. Are local statistics collected and data developed for Area operational needs? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(1) Are PCs utilized to record and store data? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
b. How is data analyzed and presented to field personnel? Refer to narrative.		

(1) Are visual aids used? ☒ Yes ☐ No

**3. COLLISION REDUCTION**

EVALUATED Yes	ACTION REQUIRED	CORRECTED
a. Does Area have written collision reduction plans? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(1) Are goals and objectives realistic and understandable? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(a) Are plans flexible and complete? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(2) Have the plans been successful? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(a) Has emphasis been placed in the correct areas? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(b) Is the Area commander familiar with results? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(c) Are supervisors familiar with Area plans and goals? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(d) Is progress towards goals discussed with all Area personnel? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

1 Who has been involved in the development of collision reduction plans?

Area management with input from supervision.

b. Has an effective deployment plan been established and is it followed? ☒ Yes ☐ No



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(1) Is deployment proportional to collision and congestion problems?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are officers' personal needs considered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are special events properly covered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are lieutenants and sergeants deployed based on needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the vacation schedule follow departmental policy and address the needs of the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) What process is used when changes to the master vacation schedule are made?		
Changes are made according to Area SOP.		
(b) Are special duty officers scheduled separately?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
1 Who replaces vacationing special duty officers? A designate alternate officer.		
2. Are motorcycle officers scheduled separately?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>4. ENFORCEMENT</b>	EVALUATED Yes	ACTION REQUIRED CORRECTED
a. Does enforcement activity address collision reduction and compliance with the law?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are statistics from collisions used to properly guide enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do CHP 215s, 281s, 267s, and 202Ds compare with activity listed on the CHP 415 and CHP 100?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do supervisors use matrix reports to audit enforcement activity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>5. SERVICES</b>	EVALUATED Yes	ACTION REQUIRED CORRECTED
a. Do Area personnel recognize the importance of their role in providing motorist and public services?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the commander properly emphasize the importance of service as outlined in GO 100.45?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are field personnel aware of beats having heavy service requirements?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do services rendered reflect good beat accountability?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Has Area established procedures for persons in need of assistance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Do CHP 415s indicate services are provided to disabled motorists?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are vehicles stored if left on the freeway over four hours?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are CHP 422s used in accordance with policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are all uniformed employees annually trained on GO 100.6, Special Relationships?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do employees complete the CHP 268 for incidents in which potential liability may be incurred?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>6. BEATS</b>	EVALUATED Yes	ACTION REQUIRED CORRECTED
a. Does Area comply with GO 100.64, Beat Descriptions?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are beats organized in compliance with current policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Can collision causes and locations be effectively isolated and addressed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Is there effective communication between officers and supervisors relating to problems on various beats?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No



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(3) What methods are used to identify high collision locations on beats?

Refer to narrative.

b. Are beat descriptions current?

☒ Yes ☐ No

(1) Are revisions made in accordance with time limitations listed in GO 100.64, Beat Descriptions?

☒ Yes ☐ No

(2) Are beat guides, or similar devices, provided for officers to use in the field?

☒ Yes ☐ No

(3) Are supervisors familiar with the beat structure?

☒ Yes ☐ No

c. Are beat instructions current?

☒ Yes ☐ No

(1) Are the following identified:

(a) Principle landmark locations?

☒ Yes ☐ No

(b) Seasonal fluctuations in traffic flow?

☒ Yes ☐ No

(c) High frequency collisions locations?

☒ Yes ☐ No

(d) Primary collision factors?

☒ Yes ☐ No

(e) Hazardous areas?

☒ Yes ☐ No

(f) Recommended patrol procedures?

☒ Yes ☐ No**7. POST-ARREST PROCEDURES**

EVALUATED

Yes

ACTION REQUIRED

CORRECTED

a. Is prosecution sought whenever possible?

☒ Yes ☐ No

(1) Do collision investigations adequately support prosecution?

☒ Yes ☐ No

(2) What is the percentage of arrests resulting from collision investigation? Approximately 4.8%.

(3) Are felony hit-and-run collisions adequately investigated?

☒ Yes ☐ No

(a) Is information in the reports sufficient to result in the identification of the suspects and issuance of a criminal complaint?

☒ Yes ☐ No

b. Are owner's responsibility citations reviewed by supervisors to ensure the use of approved procedures?

☒ Yes ☐ No

c. Are officers competent in the use of chemical testing equipment, and are their forensic alcohol training records current?

☒ Yes ☐ No

(1) Is there a system in place to monitor chemical test results in order to determine if additional training is needed?

☒ Yes ☐ No

(2) Do arrest reports contain necessary documentation to support successful prosecution?

☒ Yes ☐ No

(a) Do sergeants and officers know when to notify the district attorney during an investigation?

☒ Yes ☐ No

(3) When are a juvenile's parents notified during an arrest situation? Immediately after the arrest.

(a) Who is responsible for the notification? The arresting Officer.

(4) Are officers familiar with citizen's arrest procedure/policy?

☒ Yes ☐ No

(5) Do all officers know how to operate PAS devices?

☒ Yes ☐ No

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(a) What system is used to monitor the security, accountability, and calibration of PAS devices?

Refer to narrative.

d. Who reviews reports before submission to the district attorney's office? A supervisor and the court filing and / or felony officer.

(1) What records are maintained on the number of arrests resulting in the successful filing of a criminal complaint?

Refer to narrative.

(2) Do the figures indicate a problem? ☐ Yes ☒ No

(3) Does the court officer have a good rapport with the district attorney's office? ☒ Yes ☐ No

(4) Does the Area commander have a good relationship with the district attorney? ☒ Yes ☐ No

(5) Is there adequate monitoring of the disposition of criminal cases? ☒ Yes ☐ No

e. Does a review of dismissal requests indicate an apparent problem? ☐ Yes ☒ No

**8. RADAR SPEED ENFORCEMENT**

EVALUATED	ACTION REQUIRED	CORRECTED
Yes		

a. Does Area follow the procedures in HPM 100.4, Radar Speed Enforcement Manual, in regards to radar speed enforcement? ☒ Yes ☐ No

b. Does the Radar Coordinator understand his/her duties and responsibilities as outlined in HPM 100.4, and is the Area in compliance with program requirements? ☒ Yes ☐ No

(1) Has all service been performed according to manufacturer's specifications? ☒ Yes ☐ No

(2) Have speedometers in patrol vehicles used for radar speed enforcement been calibrated by certified radar units other than those used for speed enforcement? ☒ Yes ☐ No

(3) Is internal calibration completed according to guidelines in HPM 100.4? ☒ Yes ☐ No

(a) Are officers recertified annually? ☒ Yes ☐ No

(4) Have radar coordinators received specialized training and is their training listed on ETRS? ☒ Yes ☐ No

(5) Are traffic and engineering surveys updated every five years? ☒ Yes ☐ No

(6) Does Area periodically check to ensure "Speed Checked by Radar" signs are in place where required? ☒ Yes ☐ No

c. Has an audit of the radar program been conducted at intervals of no longer than 24 months? ☒ Yes ☐ No

d. Are self-evaluations of the Area's radar program accomplished? ☒ Yes ☐ No

**9. DRIVING UNDER THE INFLUENCE  
ENFORCEMENT PROGRAMS**

EVALUATED	ACTION REQUIRED	CORRECTED
Yes		

a. Policies and Procedures

(1) Does Area personnel utilize approved FSTs? ☒ Yes ☐ No

(2) Does Area utilize additional FSTs at the request of the local district attorney? ☐ Yes ☒ No

(3) Do officers utilize CHP 202C, Influence Evaluation (Rolling Log)? ☒ Yes ☐ No

b. Are officers familiar with related codes relative to drug influence? ☒ Yes ☐ No

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**c. Arrest Policies and Procedures**

- |   |   |                             |
|---|---|-----------------------------|
| (1) Are CHP 202s complete and comprehensive?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (2) Are CHP 202s reviewed and initialed by a supervisor?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (3) Are CHP 735s, Incident Response Reimbursement Statement, completed according to policy?                                 | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (a) Are 735s completed and processed within 60 days of the conviction date?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (b) Are 735s accurate, and supported by the times recorded on the officer's CHP 415?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (4) Does Area have an SOP on Hospital Release of In-Custody Arrestees?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (5) Does Area utilize the cite and release program?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (6) Are Area personnel familiar with the 0.04 BAC law relative to commercial drivers?                                       | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (7) Are Area personnel familiar with the 24-hour commercial tie-up requirements?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (8) Are officers familiar with requirements of the zero BAC tolerance for drivers under the age of 21?                      | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (a) Does Area maintain a file for Administrative Per Se (DS 367) for zero tolerance violations?                             | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (b) Are officers familiar with the CHP 415 reporting of zero BAC tolerance violations?                                      | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (9) Are Area officers familiar with requirements in enforcing laws relative to drivers under 21 with a 0.05 BAC or greater? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| (10) Does Area have a policy for enforcing laws relative to individuals with three prior DUIs?                              | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

**d. Does Area have policy for retention and preservation of blood and urine samples?**☒ Yes ☐ No

- (1) Does Area utilize the Non-Consensual Chemical Testing (NCT) Program?

☐ Yes ☒ No

- (2) Does Area participate in the enhanced NCT Program?

☐ Yes ☒ No**e. Does Area have established local policy to ensure Administrative Per Se documentation is submitted to DMV within five business days of an arrest?**☒ Yes ☐ No**f. Does Area have an SOP on the use of PAS devices?**☒ Yes ☐ No

- (1) Does Area ensure the maximum number are deployed on each shift?

☒ Yes ☐ No

- (2) Who is the Area PAS coordinator? Officer J. Will

- (3) Does the PAS coordinator maintain the records for use and calibration?

☒ Yes ☐ No

- (4) Are PAS devices calibrated every 10 days or 150 tests, whichever occurs first?

☒ Yes ☐ No

- (5) Does Area maintain records to ensure accountability for each device?

☒ Yes ☐ No**g. Does the Area operate sobriety checkpoints?**☒ Yes ☐ No

- (1) If so, does Area have a written plan for each location?

☒ Yes ☐ No

- (2) Are operational plans retained for two years, plus current?

☒ Yes ☐ No

- (3) Does Area conduct checkpoints with other agencies?

☒ Yes ☐ No

- (4) Is a supervisor assigned to each checkpoint?

☒ Yes ☐ No

- (5) Are PAS devices available at checkpoints?

☒ Yes ☐ No

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(6) Is chemical testing available at the sobriety checkpoint location?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(7) Is the media notified 48 hours in advance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(8) Are CHP 205s, Sobriety Checkpoint Activity Report, submitted to Division and the Research and Planning Section?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
h. Does Area participate in the DUI Reporter's Reward Program?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>10. OTHER SPECIAL ENFORCEMENT PROGRAMS</b>	<b>EVALUATED</b> Yes	<b>ACTION REQUIRED</b>  <b>CORRECTED</b>
a. Is there an airplane speed enforcement program operating within the Area?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) If so, what is the extent of Area's involvement?		
(2) How are personnel selected?		
(3) Is training provided?		
(4) Does the program have the support of the local district attorney and judges?		
(5) Is media reaction favorable?		
b. Does the Area operate DUI checkpoints?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does Area have a written plan?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are checkpoints solely with CHP personnel, or do other agencies participate?		
See narrative.		
(3) Does Area follow guidelines in HPM 70.4, Driving Under the Influence Enforcement Manual?		
(4) Is breath or chemical testing available at the checkpoint?		
(5) Is the media notified 48 hours in advance?		
(6) Has media reaction been favorable?		
c. Does Area have personnel assigned to the Special Enforcement Unit (SEU)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) What is the current mission of the unit?		
(2) How are members selected?		
(3) Who supervises the unit?		
(4) Is the unit effective?		

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d. Does the Area have overtime enforcement programs?

☒ Yes☐ No

(1) If so, what are they? See narrative.

(2) Is assignment of officers consistent with the terms of the Unit 5 contract?

☒ Yes☐ No

e. Are Reimbursable Services Contracts properly initiated and monitored?

☒ Yes☐ No

(1) Do overtime costs stay within the amount stipulated by the contract?

☒ Yes☐ No